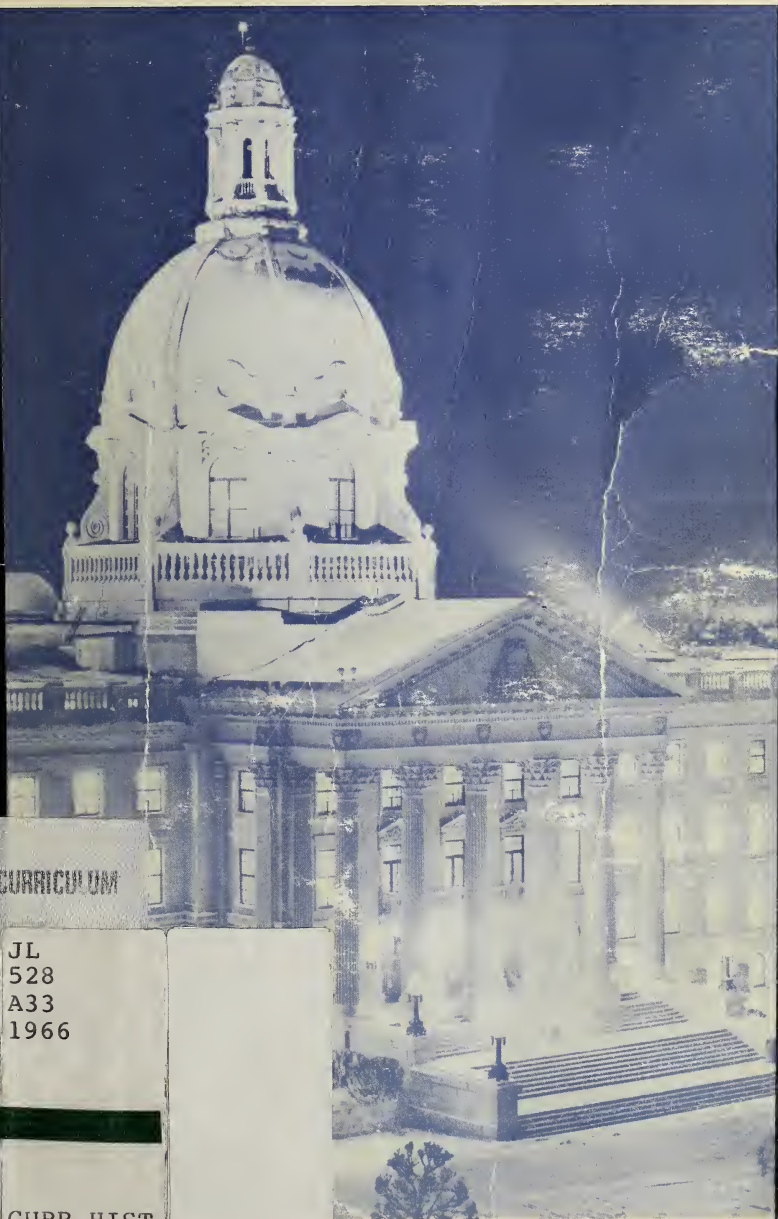




# OUR PROVINCIAL GOVERNMENT



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# OUR PROVINCIAL GOVERNMENT



1966 EDITION

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for use in Alberta schools.

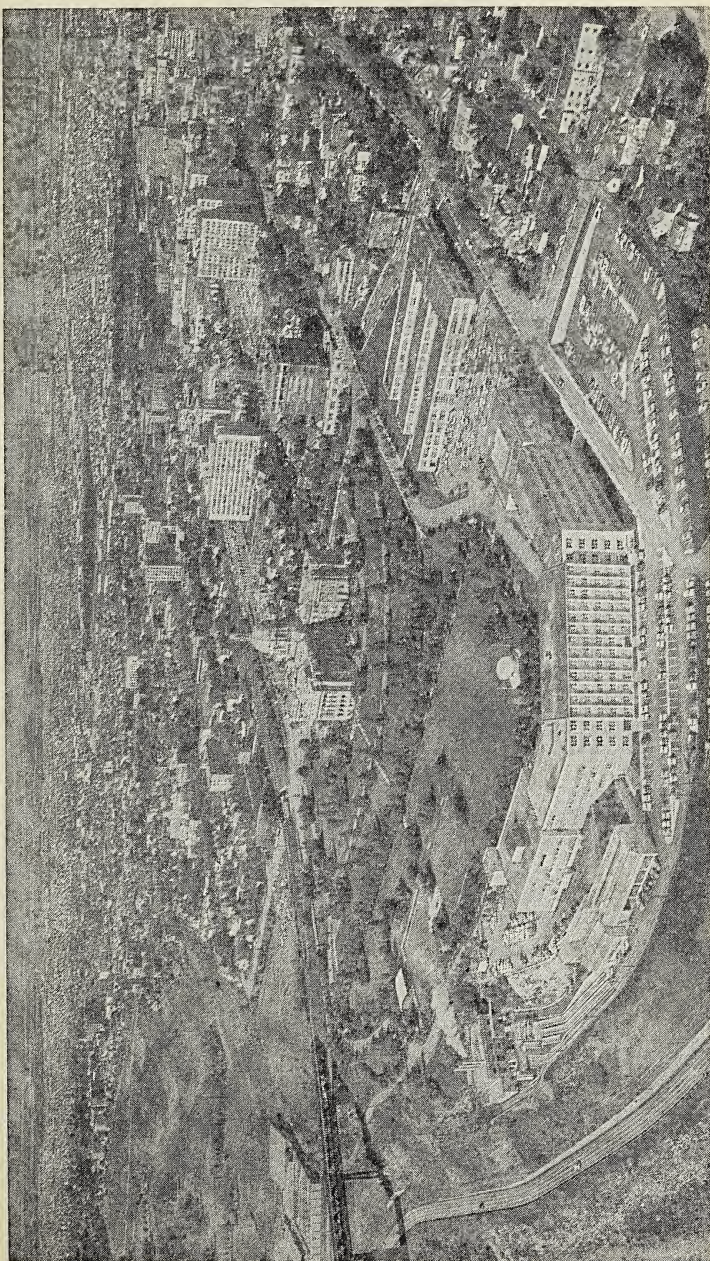
## FOREWORD

*This handbook on the Government of the Province of Alberta has been prepared with the co-operation of every branch and service of the Government, to assist the people of Alberta to become familiar with the many ways in which the Government serves and assists Alberta residents.*

*This is the tenth edition of this handbook, the previous editions having been published in 1946, 1949, 1952, 1954, 1955, 1956, 1958, 1960, and 1964.*



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**Edmonton, capital city of Alberta.**

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## INTRODUCTION

### The Young Citizens of Alberta

One of the strongest and most natural desires common to all boys and girls is to belong, to feel at home somewhere. At home with the family, at school with your group of friends, in the community with your neighbors and acquaintances there is a feeling of security and a friendliness and a show of affection and loyalty that make life very pleasant. You have often heard people returning from a holiday say: "It's nice to be home again." That feeling of belonging expands, with the experience of travel and reading, beyond the bounds of the community to the whole province of Alberta and eventually to the homeland of Canada. You come to feel that you belong to Alberta and to Canada just as you belong at home, and something of the same pride and loyalty that is shown towards the home is extended to the Province and the Dominion. As members of this large community you are called Canadian citizens.

What does membership in this vast community mean to you besides the nice comfortable feeling of belonging somewhere? Your duties do not begin and end in singing "O Canada." Most of you belong to a sports club or are members of a church organization. Some of you are members of the executive and help to run these organizations. There are rules to be drawn up which must be read, understood and obeyed by all members of the group. Fees must be collected and accounted for. All members are expected to take an active part in the group's activities. If it is well run and well supported, it is a success; if not, the organization is a failure. You quickly discover that there are numerous problems attached to the running of a club or any other organization that brings a number of persons together. Different views will be expressed on the same subject. You learn not only to express your own opinion but also to listen to that of others. Sometimes you are called upon to modify your own ideas. You learn to respect the opinion of others and to learn from them. Although you are already aware of the existence of rules and regulations, your experiences as members of a club will prove to you their necessity for the harmonious working of any organization.

Our provincial government is similar to your club executive. It is appointed to make rules and regulations, which are called laws, and to look after the affairs of the province, which is a very large organization of which you are all members. Some form of government has always been necessary where people live together in a community. The highly developed community life today with its swift transport, health services, schools, factories, and other components, requires a vast body of laws to keep it running smoothly. Traffic cannot move safely along the highways unless all obey the rules of the road. The health of the community depends upon the proper disposal of waste, proper sewage, a good water supply, clean, wholesome conditions in food stores and

restaurants, the isolation of sick persons, and other requirements. Taxes and license fees must be collected to meet the expenses of these services. The laws drawn up by our government to meet these situations are for the benefit of all members of the community, province or dominion.

In your villages, towns, cities, municipalities and counties, councils are elected; in the provinces and the dominion, legislative assemblies are voted into office to draw up the rules which you as members must obey. In a democracy these rules are made by representatives on behalf of the people. The power given to those councils and legislative assemblies is called government. Since this government is so closely bound up with your lives now (because at the age of nineteen all young Albertans are called upon to take an active part in choosing the persons who are to represent them in the provincial government), it is the duty of every student to examine the machinery of the government and to find out how it works and what it does. Only the slave accepts government without question. Those who steadfastly believe in the democratic way of life, which is the only highway to greater personal liberty, must understand the functions of government in order to adopt that intelligent critical appreciation of all governmental action which alone can bring about the best and most democratic form of government.

## What Democracy Means to Us

Many of the words we use in describing the various forms and functions of government and politics — the art and science of government — come from the Greek language. **Democracy** is made up of the two Greek words, **Demos** meaning people and **Kratos** meaning power. Democracy as a form of government was first practiced by the Greeks. Citizens of the city-state of Athens assembled at regular intervals to make and administer their own laws. This is called a direct democracy because the citizens themselves were the legislators, administrators and the judges. Two important features of the ancient Greek civilization which are not to be found in the modern democratic state — the smallness of the city state and the leisure of its citizens — rendered possible this direct democracy. Athens covered a small area in the peninsula of Attica and every Athenian was a man of leisure, because all labor was supplied by slaves. All aliens, slaves and women were excluded from citizenship. This democracy was practiced and enjoyed only by the privileged few and has little in common with our modern conception of a democratic way of life. Following the decline of Greek civilization, during the flourishing days of the Roman empire, and during the Middle Ages, democracy was eclipsed by absolute monarchy.

The roots of our Canadian democracy are to be found in the many isolated struggles of those men of courage and determination who fought against tyranny and oppression with pen and sword, some suffering a martyr's death, some banishment, many death in the field of battle, but all leaving behind, for the cause of freedom and democracy, works which will never perish. The following legislation which resulted from these struggles has been a beacon on our path to democratic government.

1. The **Magna Carta** of the year 1215 which laid the foundation of a fair trial by jury.
2. The **Habeas Corpus Act** of 1679 which protects the citizen from being kept in prison without trial.
3. The **Bill of Rights** of 1689 which allows the subject the right to petition the King.
4. The **Reform Bills** of the nineteenth century which widened the franchise and gave votes to the working man.
5. The combined efforts of individuals and organized societies during the 19th and early 20th centuries to obtain the vote for women, which ended after long and bitter opposition in granting of full privileges of citizenship to women. In 1916, all Canadian provinces with the exception of Quebec recognized women's suffrage and the Dominion government granted this same right in 1918. The women of Quebec were finally given the vote in the provincial election in 1942.

If we are asked to define democracy in a few words what is our answer to be? Of the many definitions given by statesmen

and writers the most adequate, modern one is that democracy is a form of government that enables the people to obtain the results they want.

Democracy, we can perceive from this description, is not just a privilege. It is a responsibility. It is, in a limited sense, a form of government that will run smoothly and perform well only for a people who are ready to accept the responsibility. Only educated people are responsible people. Can we trust the ignorant and uneducated voter to choose our representative in parliament? No. Every voter must be well informed and able to understand the general problems and needs of the people of the province, and so choose candidates best equipped to serve and carry out the will of the people.



# THE GOVERNMENT OF ALBERTA

## How It Began

On September 1st, 1905, Edmonton's population of about ten thousand, together with visitors from all parts of the west, gathered at the fair ground on the river flats to greet a number of distinguished visitors who had travelled from Ottawa to attend a very important ceremony. There were no buildings in Edmonton large enough to accommodate such a crowd and so under a bright September sky on the banks of the Saskatchewan River, Governor General Earl Grey, Countess Grey, Prime Minister of Canada Sir Wilfrid Laurier and other officials mounted a platform to officiate at the birthday of Alberta. That summer at Ottawa Parliament had passed THE ALBERTA ACT and THE SASKATCHEWAN ACT which provided for the creation of two new provinces to be carved out of that part of the North West Territories lying between Manitoba and British Columbia. At the ceremony which marked the birth of our province, goodwill speeches were made by Earl Grey and Sir Wilfrid Laurier in which they forecast a bright future for the province. The developments that have taken place in Alberta since then would no doubt astound these two men were they to visit our province today. When Mr. G. H. V. Bulyea was sworn in as the first Lieutenant-Governor, guns from the hill overlooking Fort Edmonton saluted him. Guns are still fired from this same spot but the old fort has gone and on the hill now stand the Legislative Buildings.

The next day (September 2nd, 1905) Mr. Bulyea, exercising the power and privileges given to him by The Alberta Act, called upon Mr. A. C. Rutherford, of Strathcona, leader of the Liberal party, to form a government. It was a cabinet or council of five members, as follows:

Premier	}	..... Mr. A. C. Rutherford
Minister of Education		
Provincial Treasurer		
Attorney General .....		Mr. C. W. Cross
Minister of Public Works .....		Mr. W. H. Cushing
Minister of Agriculture	}	..... Mr. W. T. Finlay
Provincial Secretary		
Minister Without Portfolio .....		Mr. L. G. DeVeber

Later that year an election was held and the Liberal party captured 22 of the 25 seats in the Legislative Assembly. The Rutherford government remained in power until the Premier resigned in 1910.

The Province of Alberta with an area of 255,825 square miles had at its birth a population of about 185,412 and an unknown wealth of undeveloped natural resources. By 1914, immigration had swelled the population to 373,000 and by 1966 to more than 1,455,000. The young province has seen not only a seven-fold increase in population. Modern industrial cities have made their

appearance; large towns have sprung up; important oil fields and coal mines have been opened up; good roads link our towns and cities; landing grounds and air fields have been erected and many churches and cathedrals have been built. Great economic, social and cultural strides have been made during the short life of our province and with these advances have come all the problems and complexities of modern society.

Today our government is not a cabinet of five members with a small staff of perhaps one hundred civil servants: it has grown to meet the increasing demand of modern society.

## CABINET MINISTERS

1905

Premier  
Minister of Education  
Provincial Treasurer  
Attorney General  
Minister of Public Works  
Minister of Agriculture  
Minister without Portfolio

1966\*

Premier  
Attorney General  
Provincial Treasurer  
Provincial Secretary  
Minister of Agriculture  
Minister of Labour  
Minister of Education  
Minister of Highways  
Minister of Industry and Development  
Minister of Lands and Forests  
Minister of Mines and Minerals  
Minister of Municipal Affairs  
Minister of Health  
Minister of Public Welfare  
Minister of Public Works  
Minister of Telephones  
Ministers without Portfolio (2)  
Cabinet of 15 members  
Members of Legislative Assembly 63  
Civil Servants (approx.) 11,000

Cabinet of 5 members  
Members of Legislative Assembly 25  
Civil Servants (approx.) 100

## Electoral Districts

Our government is called a representative government because we govern ourselves by means of an elected representative whom we commonly refer to as our M.L.A. or "Member of the Legislative Assembly." We elect a representative for a period of five years only, although the legislative assembly may be dissolved before the end of the five-year term. At the end of five years, or following the dissolution, there must be another election, when the voters can either send the same member back to the legislative assembly as their representative, or, if not satisfied, can elect another representative who is prepared to carry out their wishes. For the purpose of elections the Province is divided into electoral districts or constituencies with as nearly as possible the same number of voters in each division. The size of the electoral district therefore depends upon the density of the population. Large cities such as Edmonton and Calgary send ten and eight members respectively while smaller cities such as Lethbridge, and rural areas of varying sizes, send one member to the legislative assembly.

Turn to page 23 where there is a list of electoral districts in Alberta and the names of the members. Underline the name of your district and the name of your representative.

\*Legislation has been passed at the 1966 session of the Legislature to provide for a Department of Youth. At the time of publication no details concerning the work of the Department has been indicated.

## **Who Are The Electors?**

Every man or woman who is a Canadian citizen or British subject, who has reached the age of 19 years and has lived in Alberta for twelve months preceding the date on which election proceedings begin, and on that day was ordinarily a resident of the electoral division in which he or she seeks to vote, is entitled to vote in the provincial election unless he or she is:

- (a) a judge of the Supreme Court or a district court;
- (b) a person, wholly or partly of Indian blood and ordinarily resident on an Indian reservation, who is entitled to receive any annuity or other benefit under any treaty with the Crown in the right of Canada, unless he was a member of Her Majesty's Forces during World War I or World War II or was a member of the Canadian Forces who served on active service subsequent to the ninth day of September, 1950;
- (c) a person disqualified from voting under The Election Act or any Act relating to corrupt practices;
- (d) a person undergoing punishment as an inmate of a penal institution for the commission of any offence;
- (e) a person who is a patient in a mental hospital or school for mental defectives.

## **The People for Whom We Vote**

The candidates who seek our votes in a provincial election must be electors of the full age of 21. They usually belong to an organized political party such as the Conservative, Liberal, Social Credit, or New Democratic Party. Each party has its own ideas and methods of conducting the affairs of the Province. These are offered to the electors as the party platform.

Prior to the election, the political parties hold conventions in the electoral division at which party members choose candidates to stand for election to the Legislative Assembly. The name of the candidate thus chosen is written on a nomination form, signed by four or more electors and sent to the Returning Officers of the electoral division fourteen days before election day, together with \$100. This money is returned to the candidate if he is elected or receives at least one-half of the total number of votes polled in the case of single-member constituency, and one-half of the number of votes in the case of a multi-member constituency. Any four or more electors may nominate a candidate by signing before a Justice of the Peace, Commissioner for Oaths, Notary, or the Returning Officer a nominating form, with the consent of the candidate, and by depositing \$100. This deposit is required in order to dissuade those from seeking office who have little or no chance of being elected.

When the candidates have been selected by their respective parties, the election campaign begins. The local newspapers, local political clubs and organizations all take a hand in broadcasting the



platforms of the particular party they are interested in. In this political arena parties and candidates challenge each other as they lay their case before the public. The elector can tune in to political speeches, attend public meetings, and read the newspapers and circulars. From these he should be able to find out what issues are at stake and judge the merits of each party and candidate. The intelligent elector is not deceived by extravagant promises made by candidates who have neither the power nor the intention of carrying them out, nor is he flattered by the back-slapping and baby-kissing that is sometimes a part of the election campaign. Voting should be a purely intellectual process in which the elector exercises his power of judgment, and not an emotional process in which he gives way to feelings. While in the smaller details there will never be a unanimous opinion, all Albertans should be united in their desire for an honest, democratic form of government.

## **Election Day in Alberta**

In The Election Act we can find the regulations governing the provincial election. Not less than 39 nor more than 49 days before election day the Lieutenant-Governor signs an Order-in-Council which proclaims the election, names a returning officer for each electoral division and sets the date for the nomination of candidates, and the date of election day, which is fourteen days after nomination day. The returning officer is placed in charge of all election proceedings in the electoral division. He sees that proclamations are posted announcing the place and time fixed for the nomination of candidates, the time and place of polling day, the boundaries of each polling subdivision, the time when, and place where the election results will be announced. He divides the electoral division into polling sub-divisions for the convenience of the electors and appoints a deputy returning officer and poll clerk for each polling subdivision. Two persons are appointed in every urban polling subdivision, and one in every rural polling sub-division, to make up a list of electors. These are called enumerators. Names may be added to the list on polling day in rural electoral divisions only.

At last election day arrives. Polling places have been set up in schools, empty stores, community halls, church basements, etc. Booths have been arranged in which the voter can mark his ballot privately (for we must remember that it is a secret ballot), and a ballot box, strongly made and fitted with a lock and key, is provided. The deputy returning officer is in charge of the polling place. As each elector enters the polling place, his name is checked on the list of electors and he is given a ballot paper on which is printed the names of candidates, in alphabetical order according to surnames, with their addresses and political affiliations. At the same time the deputy returning officer instructs the voter how to mark his ballot paper as follows: "Mark the ballot by placing an X opposite the name of the candidate of your choice." If a ballot paper is placed in the box incorrectly marked, then the vote is lost, for the ballot must be rejected.

When the polling place closes the count begins. The deputy returning officer sorts out and adds up the number of votes for

each candidate. The first results may then be announced to the public.

Next day election results appear in the local papers. Headlines proclaim the victory or defeat of the various political parties. Within a few days we read the complete list of successful candidates. Generally, one party has a larger number of elected candidates than the other. This party is said to have obtained a majority and thus forms the next government.

The ballot boxes are then forwarded to the Returning Officer who, in the presence of the candidates or their agents, proceeds to check the statements of the deputy returning officers and makes the final addition of the votes for each candidate.

On the tenth day after polling day he declares as duly elected the candidate or candidates having received the largest number of votes.

He then prepares his official statement which he holds for yet another ten days to allow an application to be made for an appeal, recount or final addition of the votes. If no such application is made he then sends to the Clerk of the Executive Council the above-mentioned statement along with all the ballot boxes and election material.

## **HOW THE PROVINCIAL GOVERNMENT IS MADE UP**

### **Relation Between the Provincial and Dominion Governments**

Although in this handbook we are concerned only with the work of our provincial government in Alberta, we must bear in mind that each of the other ten provinces in Canada has a similar government and that there is a central, Federal government at Ottawa. In Canada, then, we have two parliamentary institutions, the Federal Government and the Provincial Government. The BRITISH NORTH AMERICA ACT, which was passed by the British parliament in 1867, made Canada a Dominion, giving her a federal system of government similar to that of the United States of America. Only so far as our governmental system is federal does it resemble the American system. In other respects it follows the British system of government. Under a federal system, the function of government is carried on at two levels. The Dominion government, generally speaking, is authorized to look after state affairs which concern the country as a whole and the Provincial government is concerned with the welfare of the Province. The scope of each of these two governments is laid down in sections 91 and 92 of the British North America Act. Canada is such a vast country that each province by its geographical position and climatic conditions has a diversity of economic problems which can only be solved locally. Then, too, there are social and cultural differences between various groups such as English-speaking and French-speaking Canadians which in a democratic country necessitate freedom in the management of local affairs. But Canada is no longer the

pioneering country of 1867 when the B.N.A. Act was signed. She has become an industrialized country. Millions of acres of land have been broken and cultivated to produce grain and other food-stuffs, her natural resources have been developed, industries have been built up, and Canada is now active in world markets. Her population has increased. Today, after playing an important and honorable role in two world wars, Canada stands a young, vigorous nation, and is recognized as such by the great nations of the world.

These great changes which have taken place since 1867 were not anticipated in the B.N.A. Act. They have given rise to many perplexing problems which have been the subject of Dominion-Provincial conferences. For instance, during the economic depression which began in 1929, certain provinces suffered greatly. They who were, therefore, in most need for social services to alleviate the distress caused by unemployment and low prices, were least able to provide these services. According to the provisions of the B.N.A. Act the provinces had the authority to supply social services and education, but only the Dominion had sufficient revenues to support these services. The Dominion government now makes annual grants of money to each province to help meet the high cost of providing such services as health, welfare, technical education and pensions. These grants are made in return for provincial abandonment of certain fields of taxation.

## THE BRITISH NORTH AMERICA ACT, 1867

### Section 91

**Legislative Authority of Parliament of Canada** 91. It shall be lawful for the Queen, by and with the advice and consent of the Senate and House of Commons, to make laws for the peace, order, and good government of Canada in relation to all matters not coming within the classes of subjects by this Act assigned exclusively to the Legislatures of the Provinces; and for greater certainty, but not so as to restrict the generality of the foregoing terms of the Section, it is hereby declared that (notwithstanding anything in this Act) the exclusive Legislative Authority of the Parliament of Canada extends to all matters coming within the classes of subjects next hereinafter enumerated, that is to say:

1. The Public Debt and Property:
2. The regulation of Trade and Commerce:
3. The raising of money by any mode or system of taxation:
4. The borrowing of money on the Public Credit:
5. Postal Service:
6. The Census and Statistics:
7. Militia, Military and Naval Service, and Defence:
8. The fixing of and providing for the Salaries and Allowances of Civil and other Officers of the Government of Canada:
9. Beacons, Buoys, Lighthouses and Sable Island:
10. Navigation and Shipping:
11. Quarantine and the establishment and maintenance of Marine Hospitals:
12. Sea Coast and Inland Fisheries:



13. Ferries between a Province and any British or Foreign country, or between **two Provinces**:
14. Currency and Coinage:
15. Banking, Incorporation of Banks, and the issue of Paper Money:
16. Savings Banks:
17. Weights and Measures:
18. Bills of Exchange and Promissory Notes:
19. Interest:
20. Legal Tender:
21. Bankruptcy and Insolvency:
22. Patents of Inventions and Discovery:
23. Copyrights:
24. Indians and Lands reserved for the Indians:
25. Naturalization and Aliens:
26. Marriage and Divorce:
27. The Criminal Law, except the Constitution of the Courts of Criminal Jurisdiction but including the Procedure in Criminal Matters:
28. The establishment, maintenance, and management of Penitentiaries:
29. Such Classes of subjects as are expressly excepted in the enumeration of the Classes of Subjects by this Act assigned exclusively to the Legislatures of the Provinces.

And any matter coming within any of the Classes of Subjects enumerated in this section shall not be deemed to come within the Class of matters of a local or private nature comprising in the Enumeration of the Classes of Subjects by this Act assigned exclusively to the Legislatures of the Province.

## Section 92

### Subjects of Exclusive Provincial Legislation

92. In each Province the Legislature may exclusively make laws in relation to matters coming within the Classes of Subjects next hereinafter enumerated; that is to say:

1. The amendment from time to time, notwithstanding anything in this Act, of the Constitution of the Province, except as regards the Office of Lieutenant-Governor:
2. Direct Taxation within the Province in order to the raising of a Revenue for Provincial Purposes:
3. The borrowing of money on the sole credit of the Province:
4. The establishment and tenure of Provincial Offices, and the appointment and payment of Provincial Officers:
5. The management and sale of the Public Lands belonging to the Province, and of the timber and wood thereon:
6. The establishment, maintenance, and management of public and reformatory prisons in and for the Province:
7. The establishment, maintenance and management of Hospitals, Asylums, Charities, and Eleemosynary Institutions in and for the Provinces, other than Marine Hospitals:
8. Municipal Institutions in the Province:
9. Shop, Saloon, Tavern, Auctioneer, and other Licenses, in order to the raising of a Revenue for Provincial, Local, or Municipal purposes:
10. Local works and undertakings, other than such as are of the following classes:
  - (a) Lines of Steam and other Ships, Railways, Canals, Telegraphs, and other works and undertakings connecting the Province with any other or others of the Provinces, or extending beyond the limits of the Province:

- (b) Lines of Steam Ships between the Provinces and any British or Foreign Country:
- (c) Such works as although wholly situate within the Province, are before or after their execution declared by the Parliament of Canada to be for the general advantage of Canada or for the advantage of two or more of the Provinces:
- 11. The Incorporation of Companies with Provincial Objects:
- 12. The Solemnization of Marriage in the Province:
- 13. Property and Civil rights in the Province:
- 14. The Administration of Justice in the Province, including the constitution, maintenance, and organization of Provincial Courts, both of Civil and of Criminal Jurisdiction, and including procedure in civil matters in the Courts:
- 15. The imposition of punishment by fine, penalty, or imprisonment for enforcing any Law of the Province made in relation to any matter coming within any of the classes of subjects enumerated in this Section:
- 16. Generally all matters of a merely local or private nature in the Province.

## **Dominion-Provincial Relations**

In 1937, the Dominion government appointed a Royal Commission, afterward called the ROWELL-SIROIS COMMISSION (Mr. Rowell and Mr. Sirois were the two leading men on the Commission), to investigate Dominion-Provincial relations. A very thorough survey of the Canadian economy, covering two and a half years, was made, and a report with certain recommendations made to the Dominion government. Canada was involved in World War II by the time the report was presented and in her united national effort to win the war Dominion-Provincial relations became a minor concern. Since the war, each province again has become concerned with its own problems, and the question of Dominion-Provincial relations is once more in the limelight. There must be an amiable relationship between these two levels of government if we are to have an effective democratic government in Canada.

## **The Organization of Our Government**

The governing body of our Province has two branches:

- 1. The legislative, or law-making branch, which is composed of the Cabinet Ministers, members of the Legislative Assembly and the Lieutenant-Governor.
- 2. The Executive, or law-administering branch, which is composed of the Cabinet-Ministers, who sit as the Executive Council, and the Lieutenant-Governor.

## **Lieutenant-Governor**

The Lieutenant-Governor is the representative of the Queen, and is the formal head of the government. He is appointed by the Dominion Government for a term of five years. Although he is part of the legislative and the executive branches of our government, he takes no active part in our government but acts on the advice of his Executive Council. All order-in-council must bear the signature of the Lieutenant-Governor, because our laws are made in the name of the Queen, who bears the title — Elizabeth the Second, by the Grace of God, of the United Kingdom, Canada, and

Sergeant  
at Arms

Bar

The Opposition

Mace

Table  
of  
the  
House

Premier  
and  
Cabinet Members

Government Members

Government Members

Clerk of  
Assembly

Speaker

Seating Plan of the Alberta Legislative Assembly

her other Realms and Territories, Queen, Head of the Commonwealth, Defender of the Faith. The opening passage of any Alberta Act reads: "Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Alberta, enacts as follows:"

The duties of the Lieutenant-Governor are:

- Orange*
- (a) To act as ceremonial head of the government, performing the opening and proroguing ceremonies of the legislature and many other official duties throughout the province.
  - (b) To act as the social head of the province giving leadership in such fields of endeavour as the arts, youth movements, charities, social services, etc. To entertain government officials and important visitors to Alberta.
  - (c) To assent to all legislation passed by the provincial government or to reserve judgment and refer it to the Governor-General. (Up to the present only 65 Bills have been revised out of the thousands that have been passed by the provincial governments.)

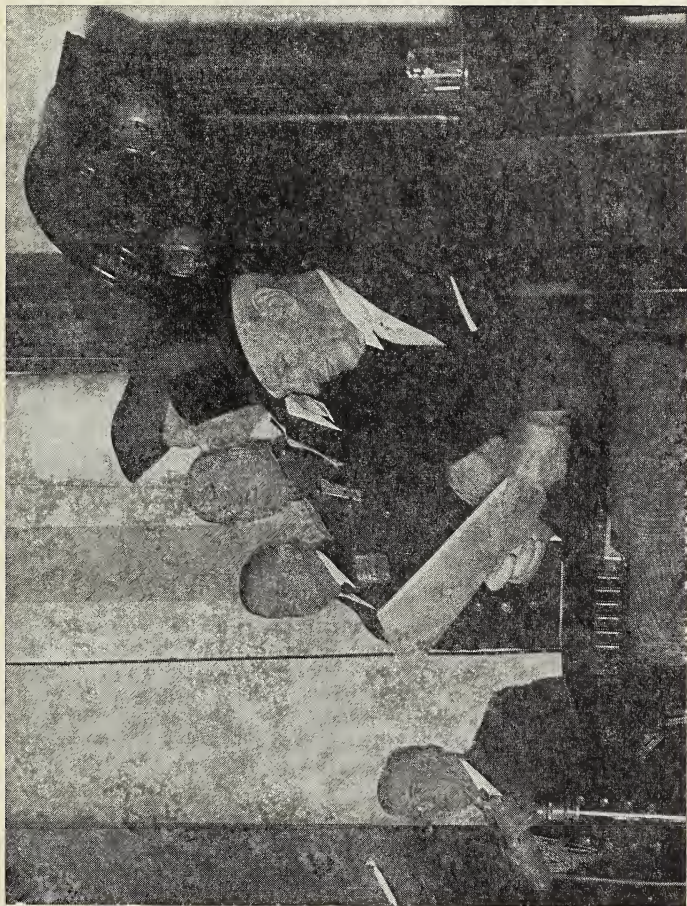
### The Premier and His Executive Council

At the conclusion of an election such as we have examined in the earlier pages of this handbook, the leader of the party elected with a majority is called upon by the Lieutenant-Governor to form a cabinet. This party leader becomes the Premier and is the real head of the Provincial Legislature. He chooses from amongst the elected members of his party a small group of persons with special ability who are prepared to work harmoniously with him. The Premier and his cabinet are the Executive Council. This Council is empowered by the Legislative assembly to administer laws passed by this assembly.

The principal functions and duties of the Executive Council are:

- Orange*
- (a) To give active leadership in forming a provincial policy on all matters concerning the province.
  - (b) To carry out a wide variety of executive acts, usually by means of orders-in-council.
  - (c) To supervise the work of the government department. Each minister is the head of a department for which he is the spokesman.
  - (d) To control the order of business of the legislative assembly.
  - (e) To introduce all new legislation affecting public affairs. Bills introducing such legislation are called Public Bills. The Premier writes the speech from the throne in which is outlined the business of the session.





**At the opening of the Legislature, the Speech from the Throne is read by the Lieutenant Governor, Grant MacEwan.**

## The Legislative Assembly

The Legislative Assembly consists of the 63 elected representatives voted into power by the citizens of the province.

The chief functions and duties of the members of this assembly are:

- TS ✓
- (a) To speak for the people they represent on all matters that come before the Assembly.
  - (b) To give or withhold their approval to legislation.
  - (c) To supervise the work of the government by asking questions of the cabinet ministers and by examining financial statements, orders-in-council, departmental estimates, etc.

## HOW ALBERTA LAWS ARE MADE

### Opening the House

In the month of February each year, the legislative building in Edmonton, which was chosen as the capital of the Province because of its central position, is the scene of an impressive ceremony. A guard of honor composed of members of local military, naval and air force units is drawn up outside of the building. The Lieutenant-Governor arrives in state dress accompanied by high ranking officers. The artillery fire a salute as the Queen's representative enters the building to open the session of the legislature. In the legislative chamber the Lieutenant-Governor reads the speech from the throne which has been prepared for him by the Executive Council. This speech summarizes the business which the government intends to lay before the House during the session. Having delivered his speech the Lieutenant-Governor retires, leaving the Legislative Assembly to conduct the work in hand.

Let us glance for a moment at the Legislative Chamber. It is a lofty hall, surrounded on four sides by a gallery. At one end of the chamber is a raised platform, on which is seated in a dignified position a man wearing a black gown. He is the Speaker and is there to enforce the rules of parliamentary procedure. All discussion is addressed to the Speaker. In front of the Speaker in the centre of the Chamber is a long table. On this table is the mace, which is the symbol of authority of the Legislative Assembly. The Sergeant-at-Arms carries the mace before the Speaker when he enters the Chamber. It rests on the table while the House is in session and is removed when the Speaker leaves the Chamber. Chairs and desks line the two sides of the Chamber. Those on the Speaker's right are occupied by the Cabinet and its supporters, who are called the Government, while those on the left are members who belong to other parties and are called the Opposition.

### Procedure

Having listened to the speech from the throne, the members are formed into standing committees for the duration of the



Session. These committees each deal with a particular subject such as Public Accounts, Agriculture, Municipal Law, Private Bills, etc. Then follows a debate on the speech from the throne.

The main business of the session centers around:

1. The debate on the speech from the throne.
2. The budget speech delivered by the Provincial Treasurer, which involves the discussion of estimates for public works, and services which the government intends to carry out during the year.
3. The reports from each of the departments, given by the respective ministers during either the above debate or the budget speech.
4. The introduction of Bills which must pass through three readings before they are accepted and become law. This work is usually done by the committee of the whole House. For this committee work the Speaker leaves the chair and the rules of parliamentary procedure are set aside and the bills are discussed clause by clause.

The public may, at all times while the House is in session, sit in the Public Gallery of the Chamber and listen to the business under discussion.

## **The Cabinet — Department Heads**

The executive branch of our government is divided into 15 Departments. These Departments are directed by thirteen ministers. The size of the Cabinet varies according to the wishes of the Premier. Sometimes the Cabinet contains members who have not been assigned to any particular Department but are employed on general duties. These are called Ministers Without Portfolio. Unlike the other members of the Legislative Assembly who appear at the capital only for the duration of the session which usually lasts eight weeks, the Ministers are occupied the year round in the Departments or when meeting in a body as the Executive Council.

Each Department was brought into being by an Act which defines the duties and responsibilities of the Minister of the Department. We must note here that all laws when passed are assigned to a particular Department for administration. For example, all Acts concerning education are assigned to the Department of Education for administration. Let us suppose that a law was passed making the school-leaving age sixteen years. This would be an amendment to our SCHOOL ACT and the Minister of Education would be responsible through his Department for the enforcement of this new law.

The Cabinet is essentially a flexible organization. It changes to meet the requirements of the times. New Departments are created to serve new conditions and old ones no longer needed are abolished.

Good examples of the growth of a Cabinet have been seen in Alberta in recent years. The Department of Lands and Mines was

split into the Department of Mines and Minerals and the Department of Lands and Forests. Again in 1951, Highways were separated from the Department of Public Works, and a new Department of Highways was formed. In this way the government is able to meet increasing volume of work necessitated by the rapid growth of our province. In 1959, the Department of Economic Affairs disappeared and in its place there was organized two new departments: the Department of Industry and Development and the Department of Labour.

## **The Civil Service**

There is a certain uniformity in the organization of the Department. Each one is headed by a Minister who assumes the title of "The Honourable." He is, as we have seen, appointed by the Premier and can be dismissed by him. He remains in office, then, only as long as his party is in power or until Premier sees fit to replace him. In other words there is always a change of Ministry whenever a different party gets into power.

The Departments are divided into branches, divisions or commissions, each concerned with one particular aspect of the work of the Department. Every Department has a permanent staff of officials, experts, accountants, and clerks who work under the Ministers. This body of permanent government employees is called the Civil Service. The chief permanent official is called the Deputy Minister and must be an expert and prominent man in his particular field. Thus, our Deputy Minister of Education is a well-trained, experienced teacher and educationist who understands the educational needs of Alberta's students. Our Deputy Minister of Public Health is a doctor with many years of experience in Public Health services. We shall meet the experts in each Departments one by one. The hiring of most civil servants is done through the office of the Director of Personnel. He receives and files all applications, checks the qualifications of technicians and professionally trained men, grades and classifies certain employees, and generally looks after the efficiency and welfare of the civil servants.

Lieutenant Governor of Alberta — Hon. J. W. Grant MacEwan  
MEMBERS OF THE LEGISLATIVE ASSEMBLY — PROVINCE OF ALBERTA, 1966

CABINET MINISTERS

Name	Address	Constituency	Pol. Affil.
Manning, Hon. Ernest C.	Premier, President of Council and Attorney General	Strathcona East	S.C.
Hooke, Hon. Alfred I.	Minister of Municipal Affairs	Rocky Mountain House	S.C.
Taylor, Hon. Gordon E.	Minister of Highways	Drumheller—Gleichen	S.C.
McKinnon, Hon. Randolph H.	Minister of Education	Strathcona West	S.C.
Halmrast, Hon. Leonard C.	Minister of Public Welfare	Taber—Wamer	S.C.
Ruste, Hon. Henry A.	Minister of Lands and Forests	Wainwright	S.C.
Aalborg, Hon. Anders O.	Provincial Treasurer	Alexandra	S.C.
Colborne, Hon. Fred C.	Minister of Public Works	Calgary Centre	S.C.
Patrick, Hon. Russell A.	Minister of Mines and Minerals and Minister of Industry and Development	Lacombe	S.C.
Reiersen, Hon. Raymond	Minister of Labour and Minister of Telephones	St. Paul	S.C.
Ross, Hon. Dr. J. Donovan	Minister of Health	Strathcona Centre	S.C.
Strom, Hon. Harry E.	Minister of Agriculture	Cypress	S.C.
Holowach, Hon. Ambrose	Provincial Secretary	Edmonton Centre	S.C.
McLaughlin, Hon. Ira	Minister without Portfolio	Grande Prairie	S.C.
Wilson, Hon. Ethel S. (Mrs.)	Minister without Portfolio	Edmonton North	S.C.
MEMBERS			
Aloisio, Antonio	Perryvale	Athabasca	S.C.
Baker, Floyd M.	11512-137 St., Edmonton	Glover Bar	S.C.
Benoit, Edward P.	Nanton	Okotoks—High River	S.C.
Clark, Robert C.	Box 338, Carstairs	Olds—Didsbury	S.C.
Cooper, Ashley	Vermilion	Vermilion	S.C.
Davidson, Roy L.	Three Hills	Three Hills	S.C.
Delday, William	Brooks	Bow Valley—Empress	S.C.
Dickie, William	4719-14A St., S.W., Calgary	Calgary Glenmore	Lib.
Dixon, Hon. Arthur J.	447 Brunswick Ave., Calgary	Calgary South	S.C.
Ells, Roy	High Prairie	Grouard	S.C.
Everitt, Keith	Bon Accord	St. Albert	S.C.
Fimrite, Adolph O.	Wanham	Spirit River	S.C.
Fleming, Donald S.	1536-29 Ave., S.W., Calgary	Calgary West	S.C.

French, C. Keith	Hanna	Hand Hills—Acadia	S.C.
Gainer, Francis Leo	Banff	Banff—Cochrane	Coalition
Geldart, S. Gordon (Dr.)	8811-148 St., Edmonton	Edmonton West	S.C.
Gerhart, Edgar H.	11704-135B St., Edmonton	Edmonton North West	S.C.
Gorley, Alex W.	Vegreville	Vegreville—Bruce	S.C.
Hartley, James	Box 142, Fort Macleod	Macleod	S.C.
Heard, Lou W. (Dr.)	11748-81 St., Edmonton	Edmonton North East	S.C.
Henderson, James D.	Devon	Leduc	S.C.
Hillman, Jack C.	Forestburg	Sedgewick—Coronation	S.C.
Hinman, Edgar W.	7812 - 119 St., Edmonton	Cardston	S.C.
Horan, John	9617-156 St., Edmonton	Edmonton—Jasper Place	S.C.
Johnston, Charles E.	1303-7 St., N.W., Calgary	Calgary—Bowness	S.C.
Johnston, Glen F.	Ponoka	Ponoka	S.C.
Jorgenson, Robin D.	11130-73 Ave., Edmonton	Pembina	S.C.
Kovach, William	Hillcrest	Pincher Creek—Crownsnest	S.C.
Lamothe, Romeo B.	Bonnyville	Bonnyville	S.C.
Landeryou, John C.	2013-5 Ave., S., Lethbridge	Lethbridge	S.C.
Leavitt, Lee	27 Rosery Drive, Calgary	Calgary—Queen's Park	S.C.
Lee, Ernest	Worsley	Dunvegan	S.C.
Leinweber, Harry C.	481-7th St., N.W., Medicine Hat	Medicine Hat	S.C.
Ludwig, Albert	2220-8 St., N.E., Calgary	Calgary East	S.C.
Maccagno, Michael	Lac La Biche	Lac La Biche	Lib.
Melnik, Nicholas A.	Andrew	Willingdon—Two Hills	S.C.
Montgomery, Euell F.	Brownvale	Peace River	S.C.
Norris, Galen C.	Erskine	Stettler	S.C.
Patterson, William	Roselea	Lac Ste Anne	S.C.
Sayers, Chester I.	Meeting Creek	Camrose	S.C.
Senych, Michael	Thorhild	Redwater	S.C.
Simpson, Robert	5415 Thornton Road, Calgary	Calgary North	S.C.
Speaker, Raymond Albert	Enchant	Little Bow	S.C.
Strohschein, Albert W.	Box 1585, Wetaskiwin	Wetaskiwin	S.C.
Switzer, William	Hinton	Edson	Lib.
Tomyn, William	5517-111 Ave., Edmonton	Edmonton—Norwood	S.C.
Ure, William	Delburne	Red Deer	S.C.
Wood, Cornelia R. (Mrs.)	Stony Plain	Stony Plain	S.C.

S.C.—59; Lib.—3; Coalition—1; Total — 63  
 (S.C. — Social Credit; Lib. — Liberal)

Speaker of the Legislative Assembly	—	Hon. Arthur J. Dixon
Clerk of the Legislative Assembly	—	R. Crevolin
Legislative Council	—	W. E. Wood



## THE DEPARTMENT OF AGRICULTURE

Living as we do in an agricultural province whose soil produces millions of bushels of grain and millions of pounds of meat and other animal products for use at home or for shipment to foreign countries, every Albertan should know the importance of Agriculture. Everyone should realize that from the soil comes the good which sustains the human race. Some food products, like wheat, rice, corn and vegetables, are consumed directly from the soil, while other plants like grass, clover, barley, oats, etc., are eaten by animals which in turn provide food for human beings.

A large percentage of our provincial income is derived from farming. Our Department of Agriculture is one of the oldest departments. It was established in 1905 when the province was created. The object of the Department is to direct the agricultural industry of the Province. Its main function is to help the farmer utilize the soil and other resources so that all people may enjoy the highest standard of living. This is done through a number of branches. Each branch employs men or women who are trained for the various types of work which the department carries on to develop and conserve the agricultural resources of the province and to assist farmers and homemakers in solving their problems.

### THE FIELD CROPS BRANCH

This branch is divided for administrative purposes into nine divisions as follows:

(1) **Crop Improvement:** This division endeavours to co-ordinate the efforts of all those concerned with better crops and cropping practices. The latest information in improved crop varieties and cropping procedures is gathered and made available to farmers. Special emphasis is placed on greater use of forage crops on the farm in order to achieve a more balanced and permanent type of farming with a more stable farm income. The use of better seed is encouraged. Aimed at achieving these objectives are the following policies conducted by the Field Crops Branch:

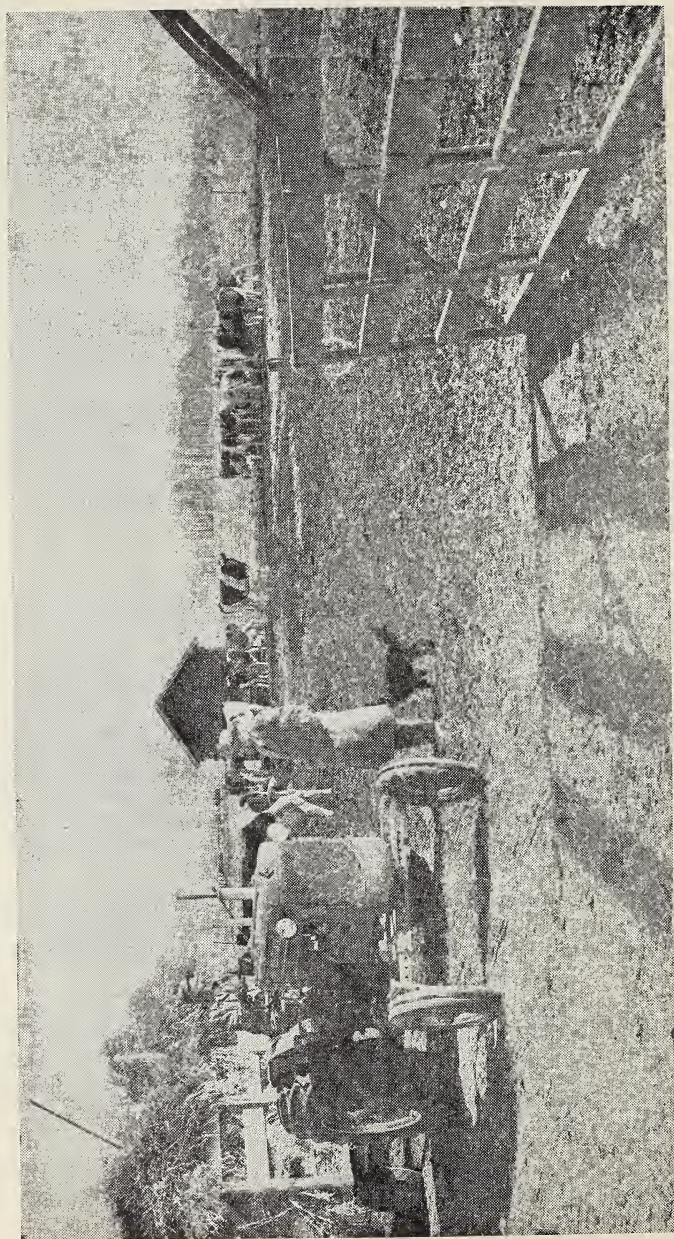
(a) **The Canadian Forage Seeds Project**—The Provincial Department of Agriculture in co-operation with the Federal department undertakes the multiplication of seed of new varieties in order to ensure an adequate supply for farmer's use.

(b) **Crop Improvement Policies**—Three different improvement projects are conducted for the purpose of demonstrating the value of improved cropping practices. Assistance to farmers is provided in the form of limited quantities of seed at reduced price, in order to encourage greater use of forage crops in the cropping program.

This division also administers the following Acts:

(a) **The Seed Dealer's Act** provides for the bonding and licensing of all dealers who purchase seed from producers.

(b) **The Agricultural Relief Advances Act** makes provisions



**The District Agriculturist works closely with the farmer to introduce new and more efficient farming methods.**



for the advancing of loans to necessitous farmers for the purpose of obtaining seed, feed and/or fuel oil.

(c) **The Seed Control Areas Act** provides for the establishment of pure seed areas where seed production constitutes a major enterprise.

## **(2) Weed Control**

This division is responsible for the administration and the implementation of policies, projects and programs on weed control and for extension on weeds and related topics in Municipal Districts, Counties, and Improvement Districts. Some of the activities are carried out through the facilities and in close co-operation with the Agricultural Service Boards.

The following programs are conducted:

(a) **Supervision**—Provincial Weed Supervisors and Fieldmen assist municipalities in conducting and co-ordinating weed control programs.

(b) **Demonstration**—A large number of trials are set out throughout the province to show the effectiveness of various herbicides and to screen them.

(c) **Roadside Seeding**—This policy is designed to encourage backslowing and seeding down of roadsides to control weeds and erosion. Through the Agricultural Service Board program, the Department supplies forage seed to municipalities for this purpose.

(d) **Forage Seed for Weed Control**—Forage seed is available at one-half cost to a limited number of farmers in each municipality on seriously weed infested land with the object of eliminating the infestation.

(e) **Land Reclamation Project**—This is an ARDA project administered by this division and provides assistance to farmers whose land is seriously infested with persistent perennial weeds.

(f) **Weed Control on Crown Land**—Programs are set up through agreements with lessees to control weeds on crown land.

(g) **Distribution of Weed Control Chemicals**—The Branch makes soil sterilants available to municipalities for distribution to farmers at reduced cost.

The following Acts are administered by this division:

(a) **The Noxious Weeds Act**—This Act names the weeds which are declared noxious in Alberta and sets out the duties of land owners in controlling and destroying such weeds.

(b) **The Agricultural Service Board Act**—Authority is provided to set up a Service Board in a municipality. Weed infested land can be taken under supervision and reclamation. Much assistance is provided to municipalities on Service Board matters.

## **(3) Soils**

This is a new division which is responsible for the administration of soil conservation policies and programs and legislation re-

garding soil conservation, and for the extension of soils information from research and other services to the farming public. The extension of soils information is conducted by means of short courses, farmer and dealer schools and clinics, publications, radio talks and television and through a program of soils and fertilizer demonstrations carried out annually with District Agriculturists and Agricultural Service Boards.

In addition the following programs are administered by this division:

(a) **Soil Conservation and Reclamation Policy**—This project provides forage seed and fertilizer at one-half cost to a limited number of farmers in each municipality to encourage the use of forage crops in maintaining soil productivity and to reclaim lands damaged by wind, water, alkali or other causes.

(b) **Forage Seed For Soil Reclamation Project**—This is an ARDA assisted project administered by this division providing forage seed through Agricultural Service Boards to farmers whose land is becoming impoverished by wind and water erosion.

(c) **Water and Wind Erosion Control Project**—The Department will assist farmers under this project to fill and stabilize gullies and water courses, terrace or contour sloping lands and assist in wind barrier fencing.

This division also administers the Soil Conservation Act which provides that every person owning, occupying or controlling land shall take active measures to prevent soil deterioration by the action of wind or water or any other cause. The act also provides for the passing of by-laws by municipalities regarding top-soil removal and stubble burning.

#### (4) Crop Protection and Pest Control

This division administers the Agricultural Pests Act and implements policies and projects for crop protection. Programs cover the control of insects, crop diseases and other pests that are of economic importance to agriculture. The following programs are conducted by this division:

(a) **The Bacterial Ringrot Program**—Through an inspection and permit system, control is maintained on the spread of this potato disease.

(b) **Grasshopper Control**—Insecticides are stock-piled against anticipated outbreaks and sold to farmers at cost, through a co-operative program with Municipalities.

(c) **Warble Fly Control**—is encouraged by demonstrations and province-wide campaigns. A grant to Municipalities towards the purchase of spraying equipment is also provided.

(d) **Coyote Control Policy**—Cyanide guns, strychnine pellets, 1080 poison and other control materials are supplied free of charge to approved districts, for the use of farmers and ranchers in live-stock and poultry protection.

(e) **Rat Control**—is a provincial program co-ordinated with some 250 locally appointed Pest Control Officers to keep Norway rats out of Alberta. In the east border area, free bait is supplied and the cost of pest control officers is shared with municipalities.

(f) **Insect Outbreaks and other Pest Problems**—These are kept under survey and information is supplied as necessary for their control.

(g) **Magpie Control**—by regulations under the Setting of Poison Act, magpies may be poisoned during the winter. Printed information and demonstrations on control are provided.

(h) **Pesticide Residues**—problems discovered by the Dairy Laboratory or federal Food and Drug Directorate are investigated and cooperative action taken to keep residues out of food.

## **(5) Horticulture**

The work of Horticulture throughout the Province is co-ordinated and information regarding the growing of vegetables, ornamentals, shrubs and tree fruits is made available through the Department Extension offices to Alberta citizens. A farm shelter-belt program is encouraged by this division by maintaining two tree nurseries located at Oliver and Brooks. More than two million trees are distributed annually free of charge to 5,000 Alberta farmers. This division administers the Vegetable Sales (Alberta) Act, thus ensuring the public good quality attractively packaged vegetables.

## **(6) Apiculture Services**

This division administers the Bee Diseases Act. Through inspection and use of antibiotics the losses due to bee diseases are constantly being reduced. Permits are required for the sale or movement of used bee equipment. All bee-keepers and apiary sites are registered to assist inspectors. A continuing program of education and extension work is carried on with bee-keepers.

## **(7) Special Projects**

This division is concerned with the establishment of Municipal Seed Cleaning Plants. Financial assistance to a maximum of \$20,000.00 may be given to a Farmers' Co-operative Association, providing the Association has raised an equal amount by sale of share capital and received an equal amount from the Municipality. Fifty of these plants have been constructed to date.

## **(8) Horticultural Station, Brooks**

The Station propagates and multiplies trees and shrubs for farm planting. In addition, the Station also tests fruit and vegetable varieties for their adaptability to Alberta conditions. Demonstration fruit orchards are established throughout the Province to provide home owners with first-hand information on production methods and varietal characteristics. Methods of processing fruits

and vegetables and the suitability of varieties for this purpose are studied. Pilot operations for the Commercial Production, storage, packaging and marketing of fresh vegetables is carried on at the Station.

### **(9) Crop Clinic**

The Crop Clinic is a laboratory to diagnose disease, insects, and plants that may be injurious to crops. Specimens for diagnosis are submitted from district offices of the Department to the Crop Clinic. When causes of abnormalities are proven or required information is obtained recommendations are made for control or prevention as warranted.

## **LIVE STOCK BRANCH**

The Live Stock Branch supervises and directs the live stock development and improvement work undertaken by the Department of Agriculture. The work carried out may be classified under two main headings:

1. Breed promotion and live stock improvement by improved breeding, feeding and management practices, and specialized livestock extension.
2. Administration of Acts governing the commercial production and marketing of live stock.

### **Live Stock Improvement Policies**

Farmers may apply for herd sires for beef cattle, dairy cattle, sheep and swine. The Department will, if requested, select the animals and will offer financial assistance, either in the form of a payment to defray part of the purchase price or transportation expenses. Application forms and details are available through offices of District Agriculturists or through the Branch office in Edmonton.

### **Feeder Associations**

The Feeder Association Guarantee Act provides credit up to \$500,000.00 for an association of feeders to feed cattle or sheep.

### **Artificial Insemination**

Administration of the Artificial Insemination Act and regulations which govern the licensing of A.I. businesses and technicians, and technician qualifications.

Technician training programs.

Technical advisory service to A.I. businesses.

The registration of brands is conducted by the Brand Recorder, who registers cattle, horses, sheep, poultry and fox. Brand inspection is carried out under **The Stock Inspection Act**. Inspectors, maintained at about 30 locations in the province, brand-inspect all cattle marketed within or shipped out of the province.



Record of Performance program with beef cattle now applied in about 120 pure bred herds is fully supervised by the Branch. R.O.P. is also supervised in a number of pure bred and grade sheep flocks.

Herd test program for swine employing back fat measurements of live hogs; processing data and return of results of breeders. Progeny test program for beef bulls.

The Branch supervises all live stock pounds in the Local Improvement Districts, and administers The Domestic Animals Act which authorizes the pounds in Counties and Municipalities.

Collection and prepayment of shipments of dairy calves from the Edmonton Milk Shed to properly organized 4-H Clubs are arranged by the Live Stock Branch.

All live stock dealers are licensed and bonded under **The Alberta Live Stock and Live Stock Products Act**. Dealers must obtain proper licenses and bonds before conducting business.

Authority provided under the above Act is applied to cover licensing, constructive standards, inspection for sanitation and disease, and trading practices at certain country auction markets and live stock buying stations.

The Branch arranges for the selection, assembling and shipping of the Alberta Live Stock Exhibit to the Royal Winter Fair. The Department pays all costs of hay, grain and bedding, and 25% of the freight charges. The Federal Department of Agriculture pays the remaining 75% of the transportation costs.

## DAIRY BRANCH

The Dairy Branch administers legislation dealing with the production and manufacture of dairy products, the operation of frozen food locker plants and the control of products used as substitutes for dairy products. Three separate pieces of legislation known as the Dairymen's Act, the Frozen Food Act and the Margarine Act are administered by Branch personnel.

By means of licensing, inspection and instruction, it has been possible to greatly improve the quality of dairy products, thus widening the markets for Alberta's surplus milk production.

Through similar policies, the frozen food locker industry has been developed. 107 locker plants throughout the province provide a service designed to preserve food products in a safe economical and appetizing manner. Inspectors in the Branch check such items as temperature, sanitation, wrapping, identification of parcels and records at all licensed frozen food locker plants and specialized processing plants.

The Dairy Branch Laboratory provides a complete chemical and bacteriological testing service for the industry. This service is designed to improve quality and eliminate defects causing economic loss. Tests are conducted for antibiotics, pesticides and other adulterants in milk and dairy products to insure safe wholesome products at all times.

The Dairy Herd Improvement and Cow Testing Service is designed to improve milking herds by encouraging the introduction of purebred sires and the keeping of accurate records of milk and butterfat production from each cow in the herd. Herd owners are encouraged to participate in the recognized testing program and pay a small fee depending upon the size of the herd. A total of 17,004 cows were under test during 1964. These cows averaged 11,008 pounds of milk as compared to approximately 6,300 pounds of milk for all cows in the province. This indicates that the herd improvement and cow testing service has greatly assisted herd owners to increase production.

## **POULTRY BRANCH**

The Poultry Branch administers regulations under the Alberta Live Stock and Live Stock Products Act pertinent to various phases of the poultry industry in the province. These regulations and policies are: The Purchase and Sale of Shell Eggs, The Purchase and Sale of Dressed and Eviscerated Poultry, The Production and Sale of Chicks, and Hatching Egg Production Policies for Chicken and Turkey.

By means of licensing, inspection extension and instruction, production of quality poultry products is attained on a sound, efficient and competitive basis with other areas of Canada.

The Poultry Branch, conducting cost study surveys, disease incident surveys, etc., assembles and distributes information of value to the various phases of the industry.

The services of the Poultry Branch with its field offices throughout the province are available to poultry producers and allied trades for information pertaining to production, management, feeding, marketing, etc. Extension work is carried out by on-farm visitations, short courses, radio, field days and publication of bulletins.

## **EXTENSION BRANCH**

The Extension Branch has five main divisions:

The District Agriculturist Division,

The Home Economics Division,

The 4-H Division,

The Radio and Information Division,

The Agricultural Engineering Division.

Agricultural Publications, Visual Aids, Agricultural Societies and Farm Labor are also administered by this Branch.

### **District Agriculturist Division**

This division has approximately 50 District Agriculturist offices throughout the province. They deal with agriculture in the broadest sense. It includes the scientific and practical aspects of

agriculture and the involvement of related subject matter with people. The efforts of this service are directed primarily toward the problems of farm people and rural communities and to the solution of their problems on a self help basis. This could be called a voluntary, informal, out-of-classroom educational system. Extension endeavours to bring the necessary information, skills and attitudes to people so they can improve their economic and living conditions themselves.

It has become increasingly evident that District Agriculturists cannot confine their work to farm people alone. A growing clientel includes: non-farm rural residents, urban dwellers, agri-business firms, commodity groups and farm organizations. This is due to the greater interdependence of all groups in our society.

The main subject matter areas of the D.A. service are:

1. Efficiency in agricultural production, utilization and marketing.
2. Management on the farm and in the home.
3. 4-H, youth and leadership development.
4. Family living.
5. Conservation, development and use of natural resources.
6. Community and resource development.
7. Public affairs.

District Agriculturists use many methods in the conduct of their work. These include individual, group and mass approaches designed to achieve maximum results.

### **Home Economics Division**

The main objective of this Service is to diffuse among rural people, useful and practical information on subjects related to Home Economics and Agriculture, and to encourage a change of action through the application of this information.

It is the aim of this Service to assist homemakers to attain a good life and the best possible standard of living considering the family resources available. New scientific advancements are interpreted and promoted in all areas of home management and family living, including nutrition and foods, textiles, merchandising, home equipment, quality and safety of consumer products, building and finishing materials, etc.

The work is carried out through contact with individuals as well as women's organizations, service clubs, Home and School Associations, commercial and professional organizations, 4-H Clubs, short courses, study groups, district conferences of Provincial organizations and home visits.

Services provided by the Home Economics Extension Service include primarily:

- (1) Lectures and Demonstrations — on all phases of Home Economics.

- (2) Home Visits — to provide individual or family assistance with specific problems in homemaking.
- (3) Individual Assistance to Homemakers—through office interviews, telephone conversations and answering letters of inquiry. Programs and releases are prepared for radio and T.V. as well as weekly newspaper columns and circular letters carrying timely and up-to-date information.
- (4) Organization and Supervision of 4-H Girls' Clubs and special 4-H Programs at the District Level.
- (5) Advice to staff of local departments and organizations such as Department of Public Welfare, Indian Affairs, Health Units, School Units, Service Clubs, Home and School Associations, Local Civil Defence, and others in matters pertaining to nutrition, home and money management, community leadership and organization of community activities, purchasing of equipment and supplies, and business management practices in the home.
- (6) Judging and Instruction on Standards in exhibits of food, clothing and handicrafts at fairs, conventions, etc.

### Alberta 4-H Division

4-H is a voluntary educational program designed to meet many of the needs of our rural young people today. It is voluntary in that only those who are interested participate, and educational in that it offers training in things related to agriculture, homemaking, citizenship and leadership. No one is barred from the program on the grounds of color, race or creed.

4-H is a program of the Extension Branch of the Department of Agriculture. Administration, provincially, is carried out by the 4-H Division of the Branch, while supervision of individual clubs and district programs is the responsibility of the District Agriculturists and District Home Economists located throughout the province.

In Alberta today, there are some 8,500 members enrolled in one or more projects in 530 clubs. At the same time, national membership is at an all time high of 73,000 boys and girls in 5,600 clubs. 4-H or 4-H type organizations now involve about  $4\frac{1}{4}$  million members in 72 different countries in the world.

The four H's stand for the words: Head, Heart, Hands and Health. These are the four key words in the 4-H pledge which all members repeat regularly at meetings and strive to follow and apply to their everyday living.

"I pledge

My Head to clearer thinking,

My Heart to greater loyalty,

My Hands to larger service, and

My Health to better living, for

My Club, my Community, and my Country."



The 4-H motto is "Learn to do by Doing." One of the keys to success in 4-H is the involvement of members to a maximum in the program. It is through this involvement that members learn by doing.

4-H membership is open to all rural young people in the province who are not younger than 12 years and not older than 20 years. Every member must carry a project and the responsibility for the development of the project lies with the member. Projects are available in beef, dairy, sheep, swine, poultry, field crops, corn, sugar beets, food, home decoration, clothing and garden-horticulture.

In addition to the project the 4-H program involves regular meetings, camps, rallies, trips, public speaking, debates, discussions, community projects and numerous other activities.

In total the 4-H program offers a practical educational experience which provides an opportunity for rural young people to gain poise and self-confidence; to learn to express themselves; to accept responsibility; to practice parliamentary procedure and to explore interest in agriculture and homemaking in a friendly group spirit. It is a program which involves not only members but local voluntary leaders, parents, interested organizations and the Department of Agriculture working together for the betterment of the young people and the community as a whole.

### **Agricultural Engineering**

This Division provides Agricultural Engineering Service to farm families throughout the Province. Professional help and guidance is provided with respect to farm engineering surveys, farm buildings, equipment and machinery. Blue prints or plans for farm buildings and equipment are provided on request. Regional Extension Engineers are presently located at Edmonton and Lethbridge and work closely with the District Agriculturists throughout the Province.

### **RADIO AND INFORMATION BRANCH**

Farm information through radio and press is the objective of the Radio and Information Branch. The daily farm program "Call of the Land" is broadcast in nine Alberta areas from Medicine Hat and Lethbridge in the south to Grande Prairie in the north. The other areas are Peace River, Drumheller, Camrose, Red Deer, Edmonton and Lloydminster. In their search for interesting and useful farm information commentators of the branch interview many people and cover wide areas of the province.

Weekly releases are prepared and distributed to radio and press, libraries, government officials, commercial concerns associated with agriculture and other key personnel. "Farm Notes" outlines farm and homemaking suggestions from members of the Department of Agriculture staff. "Science and the Land" reports progress and results of agricultural research at the University,

Canada Agriculture Research Laboratories, and experimental farms in Alberta. These institutions are visited and direct association with their scientists is maintained.

### **Publications and Visual Aids**

The printing of all agricultural publications for the Department of Agriculture is the responsibility of this division of the Extension Branch. It also maintains a supply of up-to-date Agricultural and Homemaking publications and building plans for distribution to farm families throughout the Province. This distribution is accomplished through the 44 Extension offices located at strategic centres in all parts of Alberta. Useful publications from the Federal Department of Agriculture, from the University and from commercial organizations are kept in supply and distributed on request.

Visual aids such as cameras, movie and slide projectors, screens, display boards, public address systems and films are supplied to Departmental personnel requiring use of this type of equipment.

### **Agricultural Societies**

The Agricultural Societies have as a major function, the organization and holding of Agricultural Fairs. These societies also conduct agricultural meetings, short courses, field days, livestock shows, schools and demonstrations in their respective communities.

## **VETERINARY SERVICES**

The Veterinary Services Branch deals with the prevention, control and diagnosis of livestock diseases in the Province. Brucellosis, mastitis, mineral deficiencies, and hog diseases are examples of the subjects of a large number of addresses given each year at short courses, field days, and special meetings. Lectures in veterinary science are given at the University of Alberta.

The Branch operates a Laboratory Division and Field Division. The main laboratory is at Edmonton which handles the largest volume of specimens for examination of any veterinary laboratory in Canada. The service is mainly diagnostic, but some research is conducted on disease problems that arise involving chemicals, parasites, fungi, bacteria, viruses, and nutritional deficiencies. A Regional Veterinary Laboratory at Lethbridge further expands this essential service. The Field Division conducts disease investigations, extension, and supervises several programs under the Livestock Diseases Act, namely: Brucellosis Restricted Areas, livestock inspection at auction markets and community sales, livestock medicine regulations, humane slaughter regulations and the Certified Healthy Herd program for purebred swine. All of the province is now a Brucellosis Restricted Area except around Fort Vermilion. 468,378 calves were vaccinated in 1964 compared to 320,000 in 1958. Auction market inspection has risen to 988,910 head in 1964 compared to 387,000 in 1958 which is essentially a preventative veterinary medicine program to eliminate diseased animals from

marketing channels. The purpose of the Swine Health program is to have swine herds as free of diseases as possible to be foundation breeding herds.

Service is rendered to veterinarians, livestock owners, R.C.M.P., wildlife personnel, municipal officials, and several Government Departments. A competent staff of trained veterinary pathologists, supervisory veterinarians, bacteriologists, laboratory scientists and technicians carry out the technical duties. The scope of these services is quite broad as many of the diseases, in addition to being of economic importance to the agricultural industry, do have a public health significance as they are transmissible from animal to man.

### **FUR FARM BRANCH**

The Fur Farm Branch administers all regulations pertaining to the operation of the fur farms and the issuing of export and import permits for all livestock and pelts entering or leaving the province.

The services of the Fur Farm Supervisor are available to assist the fur farmer with such problems as genetics, selection of breeding stock, advice on feeding, ranch management, and the preparing of pelts for market. This is accomplished by means of correspondence, special bulletins, visual aids, and personal contact and visitation to the ranches. The Supervisor also assists the provincial and local Fur Breeders' Associations in the extension field by assisting in the arranging of programs for meetings, field days and annual live shows.

Mink farming represents approximately 99% of the nearly \$3,000,000 annual pelt returns derived from ranch-raised furs. The Alberta mink rancher is also a major customer to the provincial fishing industry, using vast volumes of rough fish caught in our northern lakes.

There are approximately 123 licensed chinchilla ranches in the province, but as yet these have not been established on a commercial scale. Few nutria are raised in Alberta.

### **ALBERTA AGRICULTURAL AND VOCATIONAL COLLEGES**

Provincial Schools of Agriculture and Home Economics have been operated in Alberta by the Department of Agriculture since 1913. As of May 1st., 1963, the name of these institutions was changed to "Alberta Agricultural and Vocational Colleges." Coincidental with the change of name, the curriculum of the colleges was revised and the college term starting in September and running into June divided into sessions of twelve weeks each was begun.

The colleges will continue to offer courses designed to prepare young men for farming and, at least at Vermilion, to offer work in home economics to train young ladies in homemaking. In addition, the colleges are now offering programs in a broadened field of agriculture to include an opportunity for majoring in the area of farm training and specific courses such as Horticulture, Automo-



tives, Welding, Commercial and Clothing, to prepare students for employment in these areas of work. Other courses of this type will be added as need and demand are identified.

A student in Agriculture required to take the entire first-session program will require three additional sessions to complete the general program or any one of the major fields. If other subjects are substituted for vocational academics in the first session, a course may be completed in two additional sessions.

The minimum age for young women is 16 years and for young men 17 years of age. Older students will gain most from the courses and there is no set maximum age. The age requirement may be waived if a student has at least 70 high school credits with a "B" standing or better.

In 1965-66, three sessions in agriculture will be offered at Olds and Vermilion and two at Fairview.

The minimum educational requirement for the Commercial course is 30 high school credits with at least an "A" standing in Grade X Language or a "B" standing in Grade XI Language. For all other courses the minimum is a Grade IX diploma. For an adult (20 years or older) the minimum may be waived. Students with a good educational background will gain most from the course.

Each college consists of modern, well equipped student residences, classrooms, laboratories and shops. A farm is associated with each college and provides a wealth of classroom material.

Costs for various courses are as follows:

(a) Miscellaneous Fees:

Medical .....	\$2.00 per session
Caution .....	5.00 " "
Library .....	1.00 " "
Student Union .....	5.00 " "

(b) Board and Room \$55.00 a month

(c) Tuition Fees for Various Courses

Academic (High School) .....	\$20.00 per subject per session
Commercial .....	\$20.00 per session
Welding .....	\$ 1.00 an hour or \$20.00 a week whichever is less.
Motor Mechanics .....	\$20.00 per session
Horticulture .....	\$12.50 per session
Appraisal & Assessment .....	\$25.00 a course

Short Courses (other than Welding)

(i) 3 months — 5 periods or less per week .....	\$ 5.00
(ii) 3 months 6 — 9 periods per week .....	10.00
(iii) 6 weeks .....	5.00

\*Session—12 weeks.

All other Courses — no tuition except for non-residents of Alberta who will be charged \$30.00 per session (or fraction thereof for courses of less than one session) in addition to the above.

All fees are payable at or before commencement of a session.



Classroom material, books and equipment will cost an estimated additional \$100.00 for a college year for Agriculture, Horticulture and Home Economics.

For the Commercial Course these costs should not exceed \$50.00.

For Clothing and Design, material costs will vary from \$150.00 to \$200.00 depending on the number and type of projects completed.

In addition to the above, students will require funds for incidental expenses.

The colleges offer not only excellent opportunities for training but provide a setting in which students gain experience in living which will serve them well in later life.

## WATER RESOURCES BRANCH

The Water Resources Branch administers all phases of The Water Resources Act which provides that all persons must apply for authority to divert water other than for riparian use. Permanent records and plans are kept of all water diversions. Uses of water have precedence in the following order: domestic, municipal, industrial, irrigation, water power, other purposes including recreation, wild life, etc.

The Irrigation Districts Act and The Drainage Districts Act are offshoots of The Water Resources Act. Districts are set up on a self-governing basis. The area of lands drained under the authority of the Drainage Districts Act is approximately 300,000 acres, although this figure is much larger when consideration is given to lands drained by the opening of roads. The Province extends aid to drainage projects on a fifty-fifty basis where farm lands and roadways are affected.

The practices of irrigation are as old as civilization itself and in Alberta extensive projects have been completed or are under construction. At the present time, approximately 802,000 acres are "under the ditch" in the province. The Province of Alberta and Federal Governments and other agencies have a total of \$100 million invested in irrigation.

The Water Resources Branch constructs projects when it is in the public interest to do so. These involve drainage, irrigation, water supply, river control and erosion control. Problems arising out of the use of international and interprovincial waters are dealt with by the Branch.

Two of the larger irrigation projects are Crown Corporations which are quasi public institutions. These are the St. Mary and Milk Rivers Development and the Bow River Development. These projects are being developed jointly by the Provincial and Dominion Governments. When completed the St. Mary and Milk Rivers Development will have an irrigable area of about 500,000 acres and the Bow River Development an irrigable area of 300,000 acres.

Prior to 1965, all but one of the hydro-electric projects were on the Bow River to the west of Calgary. The only other plant was a small generating plant in Jasper Park on Astoria Creek with a capacity of 1430 kilowatts. In 1959, Calgary Power Ltd. commenced construction of a large hydro project, the Big Bend, on the Brazeau River which is a tributary of the North Saskatchewan River. The Big Bend plant went into operation in April of 1965 with a capacity of 150,000 kilowatts. The second unit, at Big Bend, will be in operation in 1966 and it will have a capacity of 190,000 kilowatts. This will make the installed capacity of Big Bend slightly greater than the installed capacity of all the other hydro plants in the province. This project will have a multiple purpose benefit. It augments the low winter flow for industrial use, pollution abatement and power generation.

Under the Ground Water Control Act the matter of adequate control to prevent wastage and the recording of data on water wells are handled.

A continuous program of assessing possible water development projects is under way in the Water Resources Branch office. This involves topographic surveys, geological investigation, and hydrological evaluation of projects.

Long-term planning for step by step development of the province's water resources is required to keep pace with the growth of the province.

### **LAND UTILIZATION AND ARDA BRANCH**

The Land Utilization Branch assists the local governments such as Improvement Districts, Municipalities, Counties or Special Areas with problem areas which are a liability to the local government. Usually the Land Utilization Committee can recommend the proper use for the lands in such areas. Often such areas can change from a liability to an asset when properly used for the purpose to which these areas are best suited.

Establishment and administration of Community Pastures are responsibilities of this Branch.

### **ARDA**

ARDA is responsible for many projects throughout Alberta dealing with the following:

- Part I —Research
- Part II —Land Use and Farm Adjustment
- Part III —Rehabilitation
- Part IV —Rural Development Staff and Training Services
- Part V —Rural Development Areas
- Part VI —Special Rural Development Areas
- Part VII —Public Information Services
- Part VIII —Soil and Water Conservation

While most projects are assisted financially by the Federal Government, all must be initiated, developed, and completed, by the Provincial Government. The Rural Development sector is the most important work of this administration.

## **FARM ECONOMICS BRANCH**

With the introduction of new machinery, equipment and fertilizers, farming and ranching have become more dependent upon good business practices to assure a profitable return to our farm people. To provide Alberta farmers with information on methods and principles of good farm management and marketing this Branch was established. Since economics is closely related to the work of all Branches in the Department the work of the Farm Economics Branch is co-ordinated with the program of each Branch and information is channelled to the farmers through the Extension Branch.

The work of Farm Economics is divided into five related sections.

### **Farm Management**

Through the local District Agriculturists, farmers may obtain assistance in improving the business management of their farm unit. Farm record keeping, budgets, enterprise analysis and operating efficiency measures can all be learned for use on the farm. A complete confidential analysis of the individual's farm business operation is offered through local Farm Management Associations.

### **Marketing**

This section provides farmers with full objective information on the principles of buying and selling on the farm. Farmers may obtain knowledge of the factors which underline supply and demand and the impact of these factors on farm price and income. In co-operation with the statistics section, the Alberta agricultural situation and outlook for future trends in production, price and income are analyzed and the results published quarterly and distributed to interested farmers and Agricultural businesses.

### **Statistics**

Collection, analysis and dissemination of reliable data on various phases of Agriculture is important, particularly in the dynamic agriculture of today. Farmers and administrators alike are interested in the official crop reports, statistical summaries and results of other co-operative efforts of this Section and the Dominion Bureau of Statistics.

### **Surveys on Cost and Returns of Agricultural Production**

The cost of production and the returns for production of various farm commodities are studied by this section. Specialty crops, fluid milk, oilseeds, wheat, fresh vegetables, eggs, and hogs are a few examples of the products studied. Farmers use the results of these studies to adjust the individual farm operations to more profitable arrangements or as a basis for shifting from production of one farm product to another with a higher income potential. Agricultural businesses, administrators and consumers are also able to make use of the results of these studies.

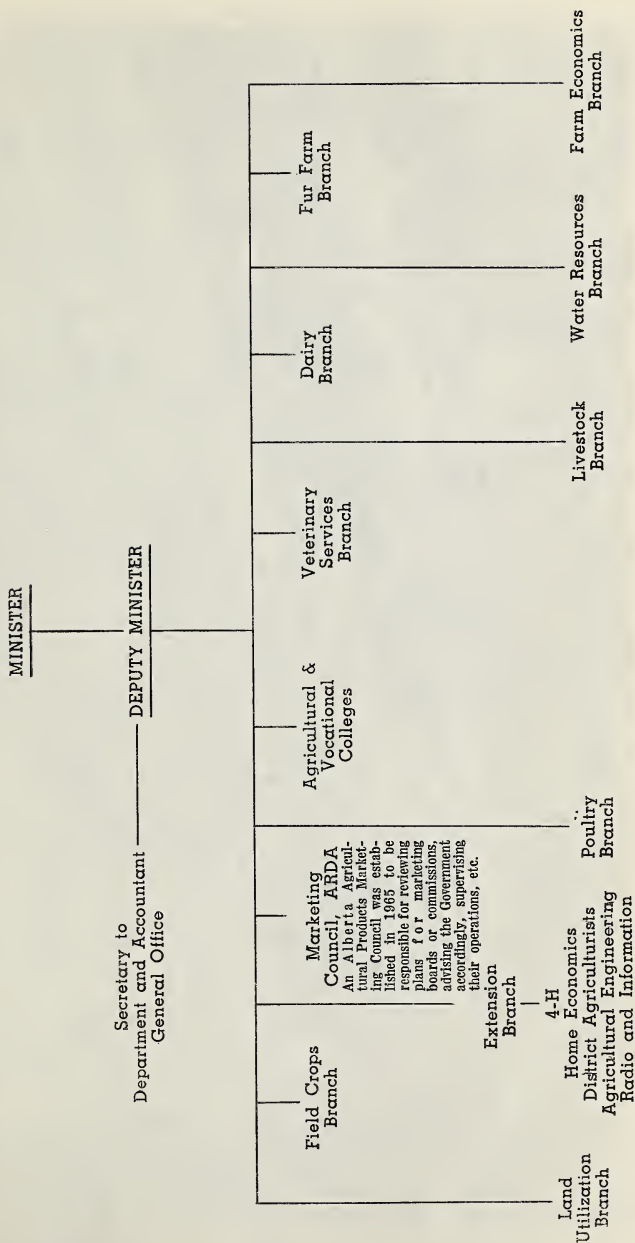
## **Rural Development Research**

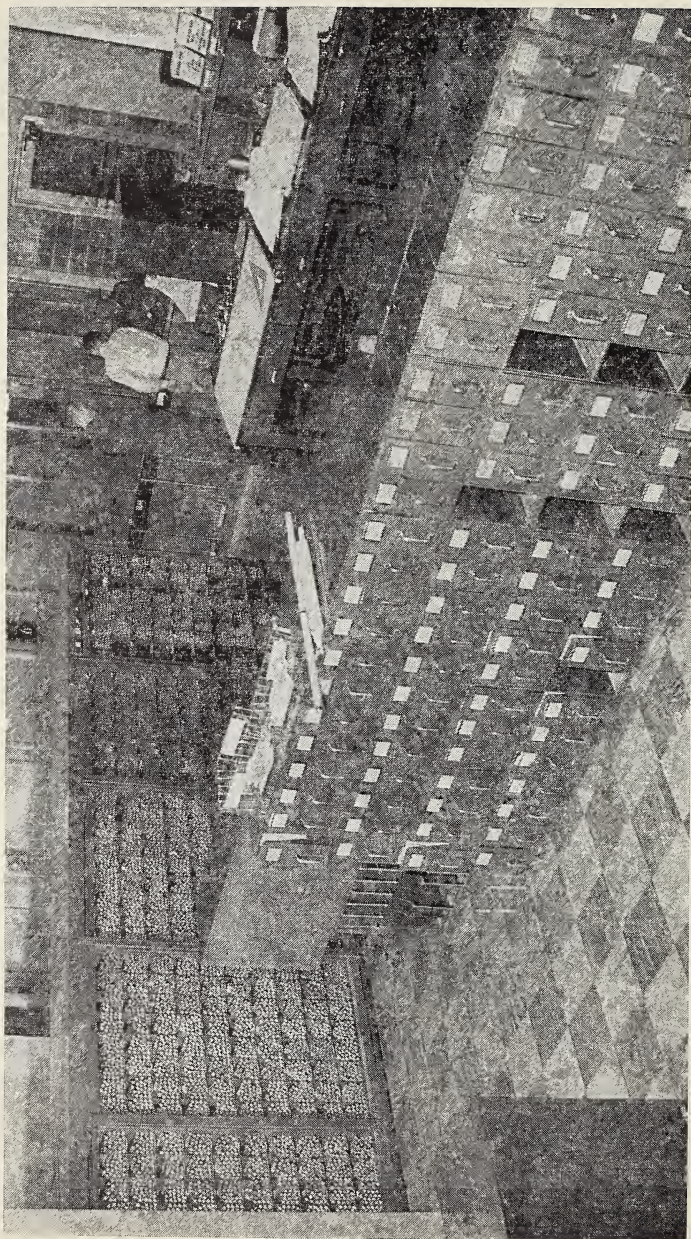
Many rural areas of Alberta are not developed sufficiently to provide adequate income to the local people. To improve this situation it is necessary to inventory the resources of the area, analyze the situation and recommend possibilities for improvement.

It is the function of this section to conduct such studies in collaboration with the local people and to assist them to achieve improved levels of living. This work is conducted as part of the Agricultural Rehabilitation and Development Administration, a joint Federal-Provincial program.



# ORGANIZATION CHART-DEPARTMENT OF AGRICULTURE





**The Land Titles Office records the ownership of every piece of land in the Province.**

## THE DEPARTMENT OF THE ATTORNEY GENERAL

The Department of the Attorney General is concerned with the legal aspects of government and with all matters in connection with the administration of justice in the Province. The Branches into which the work of the Department is divided are shown on the organization chart for the Department. The chief officials responsible for the legal and administrative responsibilities of the Department are:

Attorney General

Deputy Attorney General, Collector of Succession Duties and Queen's Proctor

Assistant Deputy Attorney General and Inspector of Legal Offices

Legislative Council

Solicitors

Chief Administrative Officer

Public Trustee

Registrar, Land Titles Office, Edmonton

Registrar, Land Titles Office, Calgary

Chief Coroner

Director of Corrections

Superintendent, Correctional Institutions

Superintendent, Juvenile Offenders and Probation Branch

Superintendent, Inspection Service Branch

Judges of Juvenile and Family Courts,

Calgary, Edmonton, Lethbridge, Medicine Hat and Red Deer

Member, Debtors' Assistance Board

Chairman, Alberta Securities Commission

### The Attorney General

The word "attorney" means one legally appointed to act for another. The Attorney General is a legal officer of the state who has been empowered to act in all cases in which the Province is a party. He is the legal adviser of the Lieutenant-Governor and the heads of the government departments, and is required to see that the administration of public affairs in the Province is in accordance with the law. He has the superintendence of all matters in connection with the administration of justice in the Province and is required to advise upon the legislative Acts and proceedings of the Legislative Assembly, and generally to advise the Crown upon all matters of law referred to him by the Crown. The Attorney General is also responsible for the administration of The Alberta Police Act. The policing of some cities and towns is done by the Royal Canadian Mounted Police by arrangement with the Dominion Government and the Attorney General. By agreement with the Dominion in 1932, the Royal Canadian Mounted Police undertook the duty of policing the Province of Alberta and took over the duties and services previously performed by the Alberta Provincial Police. The Assistant Commissioner of the Royal Canadian Moun-



ted Police, in carrying out the agreement, acts under the direction of the Attorney General, except where Federal Statutes or Federal Police Duties are concerned.

## **Alberta Courts**

Although all judges of the Supreme Court of Alberta and the District Courts are appointed by the Federal Government, the maintenance of the provincial courts and administration in the Province, the arrangements for court sittings and the collection of fines, are the responsibility of the Attorney General's Department, as is the appointment of sheriffs, justices of peace, coroners, commissioners for oaths, magistrates and court reporters. Alberta is divided into twelve judicial districts (see organization chart), where regular sittings of Supreme and District Courts are arranged for by the Department.

## **The Public Trustee**

The Public Trustee is a government official with legal training who looks after the estates of infants and persons who are deceased, missing, mentally incompetent, serving a term of imprisonment, or who for any other reason are incapable of looking after their own affairs. The Public Trustee receives official notice concerning the estates of the persons classified above and in their interest and for their protection he takes charge of their estates until they are properly disposed of or the persons concerned are able to take over again.

## **Land Title Offices**

In the Land Titles offices at Edmonton and Calgary the ownership of every piece of land in the province is recorded according to a system known as the Torrens system of land registration.

The Land Titles Office issues to each registered owner a numbered document called a duplicate of title which bears his full name and clearly describes the land he owns. If an owner borrows money from a mortgage company or incurs any form of indebtedness for which his land serves as security, the mortgagee or other creditor must register his claim by having it endorsed on the original certificate of title which is kept in the Land Titles Office. If an owner sells his land to another person, he signs a document called a transfer, which describes the land and states the purchase price and the name of the purchaser, and delivers this with his Duplicate certificate to the purchaser. When the purchaser registers the transfer in the Land Titles Office, the former's certificate is cancelled and a new certificate is issued in the name of the new owner.

The extensive exploration for oil in Alberta draws attention to the fact that separate titles may be held to the minerals and to the surface rights on a piece of land.

This system of land registration has the advantage that in return for payment of a comparatively small registration fee, every owner may get a government-guaranteed title to his land. He thus avoids the risk of expensive lawsuits which occur so frequently



elsewhere, where no such guarantee is given and where the ownership of land is less certain and more open to dispute.

## **COURTS IN THE PROVINCE OF ALBERTA**

### **1. The Supreme Court of Alberta**

- (a) Appellate Division. This court hears appeals from other Alberta courts and from (b).
- (b) Trial Division. Sittings in this division are held at specified points at least twice a year, for the trial of important cases, both civil and criminal.

### **2. District Courts**

These courts try lesser cases, both civil and criminal, such as debts or claims for damages not exceeding \$1,000.00, and have jurisdiction in all non-contentious probate or administration matters.

### **3. Special Courts**

These deal with bankruptcy cases, disputes over assessments or taxation, cases involving corruption or improper procedure in elections, etc.

### **4. Magistrates' and Justices' Courts**

These courts try persons accused of minor offences, petty thefts, traffic violation or violations of other Provincial Statutes. They also give a preliminary hearing to persons accused of major crimes, and if there is sufficient evidence, send them for trial to a higher court; and concurrent with the regular civil courts have jurisdiction in questions of wage claims not exceeding two months, unlawful dismissal or unlawful leaving of employment. Magistrates have jurisdiction in small debt actions where the amount involved does not exceed \$100.00.

### **5. Coroner's Courts**

These conduct "inquests" to investigate cases of death where the cause or the responsibility is uncertain.

### **6. Administrative Boards**

These include such federal boards as the Board of Transportation and such provincial boards as the Workmen's Compensation Board and the Board of Public Utility Commissioners. They are not courts, properly speaking, but have power to settle a wide range of cases within their sphere of authority.

### **7. Boards of Arbitration**

These attempt to reach settlement by compromise and arbitration, and their decision may by agreement exclude any reference or appeal to the ordinary courts.

### **8. Military Courts and Boards of Inquiry**

These are conducted by the military authorities and deal with cases involving breaches of army discipline.

### **9. Juvenile Courts**

When these courts are set up, they have a special jurisdiction

under Federal Statute (The Juvenile Delinquents Act) and Provincial Statute (The Child Welfare Act).

## 10. Family Courts

These courts have been set up, in Edmonton and Calgary, under the Family Courts Act, to deal with cases arising from domestic problems and with certain types of cases involving juveniles.

## Alberta Securities Commission

As industry and commerce expand throughout the Province, securities control takes on greater importance, The Alberta Securities Commission was established in office January 1, 1957. Function of the full-time Commission is to guard citizens against fraud in connection with the sale or trading of securities. It operates under revised legislation, The Securities Act, 1955, which was proclaimed December 1956 and took effect January 1957.

The Commission will be composed of three members, one of whom is full-time Chairman; a Registrar; inspection, auditing and clerical staff, all of whom are also full-time personnel. Appointment of Commission members and the Registrar is made through the Lieutenant Governor in Council directly, while other personnel are employed through the Civil Service Commission.

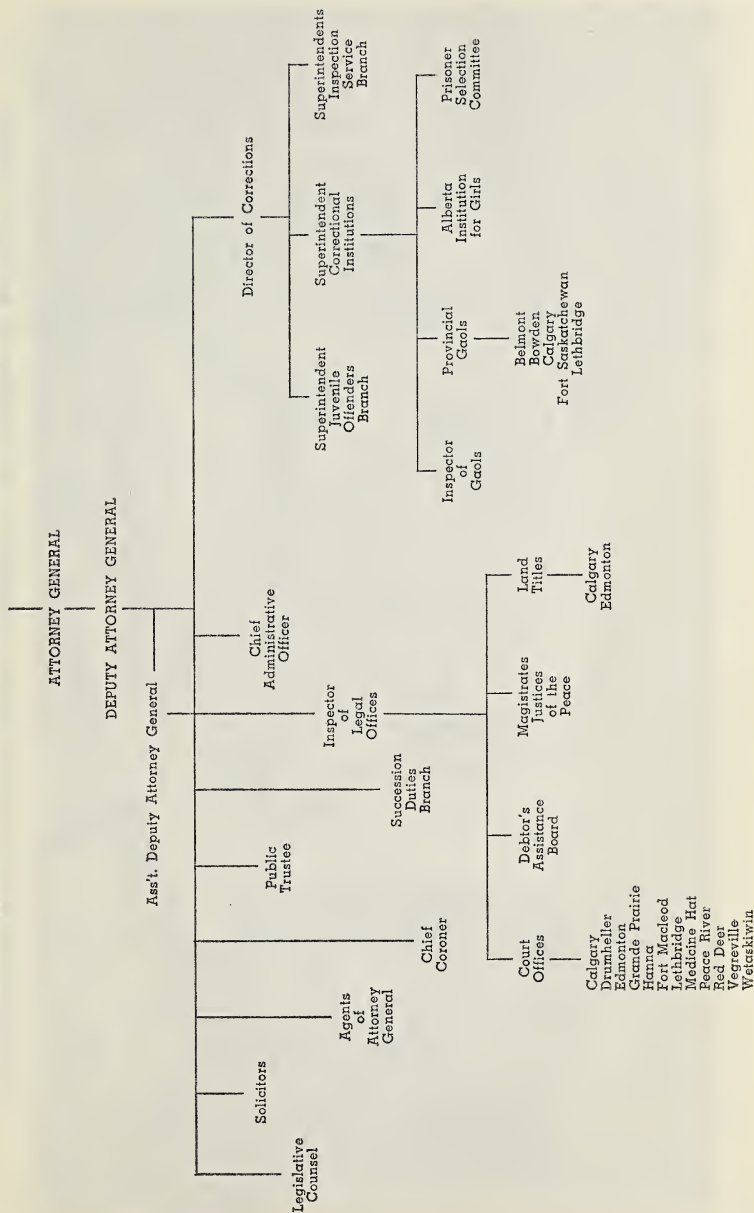
Before any person or company can legally engage in business in Alberta as a broker, investment dealer, broker-dealer, security issuer, investment counsel or securities adviser, he or it must be registered with the Commission. Salesmen, partners or officers acting for, or on behalf of a person or company also are subject to such regulation. The Registrar may go so far as to require an applicant, or a registered person or company, to post a bond by a guarantee company in the form and amount prescribed by the Commission.

All Public Companies incorporating in any line of enterprise in this Province, that wish to sell securities to the public in order to finance the venture, must make application to the Alberta Securities Commission for permission to make a public offering. Companies from outside the Province wishing to offer their securities to the public in Alberta come under the same regulation. In such instances the Commission requires the filing of a detailed prospectus as part of the application for registration.

With the aid of accountants and other experts, Commission investigators are required to police the securities field. When suspecting wrong doing on the part of a person or company, an investigator can call for evidence to be given under oath through powers equal to those vested in the Supreme Court of Alberta or Judges thereof. In addition, the Commission is empowered to suspend or cancel any registration where, in its opinion, such action is in the public interest.

Machinery is contained in the Commission's operations whereby persons or companies can appeal the body's action in refusing, suspending or cancelling registration.

# ORGANIZATION CHART-DEPARTMENT OF THE ATTORNEY GENERAL







**The Curriculum in Alberta Elementary Schools is interpreted in such enterprises as the one in progress.**



## DEPARTMENT OF EDUCATION

The Department of Education was created in 1905, when Alberta became a province. The premier himself was the first Minister of Education. In those pioneering days the "little red school house" took care of most of our school instruction. Since those times Alberta has developed a modern, progressive educational system, capable of meeting the educational requirements of our youth from the primary grade to post-graduate university work. Education has assumed a position of great importance in the Province, and the public is willing to spend large sums of money to build and maintain our schools and colleges because they realize that democracy can thrive and succeed only among people who understand the full responsibilities of citizenship. The Department of Education has grown to meet the demands of our advanced educational system.

The chief officials and the major divisions of the Department are as follows:

Minister of Education

Deputy Minister

Division of Instruction — Chief Superintendent of Schools

A. Supervisory and Evaluation Branch

High School Inspectors

Superintendents of School Divisions and Counties

Special Supervisors

B. Special Educational Services Branch

Director, Special Educational Services

Superintendent, Alberta School for the Deaf

Director, Correspondence School Branch

Supervisor of Examinations

Supervisors of Guidance

Co-ordinator of Testing and Research

Supervisor of Special Education

Chairman, Students Assistance Board

C. Curriculum Branch

Director of Curriculum

Assistant Directors of Curriculum

Supervisor of Audio-Visual Services

Editor

D. Teacher Certification and Records Branch Registrar

Division of School Administration — Director of School Administration

Assistant Director of School Administration

Field Administrative Officers

Co-ordinator, School Buildings Board

Supervisor of School Buildings

School Building Inspectors

Division of Vocational Education — Director of Vocational Education

Southern Alberta Institute of Technology — Principal

Northern Alberta Institute of Technology — Principal

School-Book Branch—Manager

## General Regulations

The Minister of Education, with an advisory staff of educationists and teachers, designs the general framework of education in Alberta. The Government and the Legislature determine the provincial contribution toward the cost of this educational program. The legislation governing education is contained in The School Act, The Department of Education Act, The School Grants Act, The School Buildings Act, The Students Assistance Act, and miscellaneous other Acts. From time to time amendments are made to those Acts as changes in the school system are made necessary to meet the changing conditions of the times. In addition to the school laws there are regulations issued by the Department of Education dealing with the administration of the schools, and their programs.

### DIVISION OF INSTRUCTION

#### Supervisory Branch

The responsibility for directing the provincial public school service and maintaining desirable standards of instruction resides with the Division of Instruction, under the charge of the Chief Superintendent of Schools.

The Chief Superintendent, in addition to presiding over the instructional division, assumes direct responsibility for the work of the Supervisory Branch. The Chief Superintendent is Chairman of the Board of Teacher Education and Certification, and of the High School and University Matriculation Examinations Board, as well as being a member of the Senate of the University of Alberta.

The major duties of the Chief Superintendent are to co-ordinate the work of the instructional division as a whole, and to provide leadership to the staff of provincially and locally employed superintendents. This is done by conferring with branch heads within the Division of Instruction, attending major curriculum meetings, and consulting with school superintendents through regional and provincial conferences.

Under the Chief Superintendent of Schools is a staff of High School Inspectors, Supervisors of Special Subjects and Superintendents of School Divisions and Counties who visit the schools in the Province as representatives of the Department of Education. Their work is to see that high standards of instruction and education are maintained and that the general regulations for the administration of schools are carried out. They are concerned not only with every phase of classroom work as it affects pupil and teacher, but also with school equipment, building, finances, etc., and are qualified to advise school trustees on all matters concerning the conduct and improvement of schools.

The nine High School Inspectors supervise instruction in grades ten to twelve.

Most of our rural school districts have been organized into larger School Divisions and Counties with an average of about one hundred classrooms. We cannot undertake here to enumerate the

many advantages of this organization. To each Division or County the Department of Education assigns a Superintendent whose responsibility it is to visit schools, advise school trustees, assist teachers, interpret law governing education in Alberta and generally look after the welfare of his division. There are now thirty-two divisions and twenty-seven counties in the Province.

Supervisors of special subjects supervise instruction in Home Economics and Industrial Art in all schools where these courses are given. As specialists they can advise on the latest and best shop methods and classroom practice and on technical and mechanical equipment.

## **Special Educational Services Branch**

### **The Alberta School for the Deaf**

This residential school is located in Edmonton and has been in operation for the past seven years. It provides academic and semi-vocational instruction for Alberta deaf children between the ages of five and eighteen. The accommodation and instruction for the deaf pupils are provided at the expense of the province.

### **The Correspondence School Branch**

This Branch provides instructional service by mail to pupils and students who through no fault of their own are unable to obtain instruction otherwise. The school program is followed in all grades (I-XII) and students may prepare to write Grade IX and Grade XII examinations.

Many classroom students attending small high schools register for one or more subjects by correspondence. Other young people who left school a few years ago are now seeking to obtain complete high school diploma or matriculation standing.

Latest enrolment figures (June 30, 1965) were as follows:

Elementary .....	389
Junior High School .....	1,379
Senior High School .....	11,970
Total .....	<hr/> 13,738

### **Examinations Branch**

Examinations Boards with working committees set our Grade IX and Grade XII examinations and appoint sub-examiners to mark the examination papers. The Examinations Branch, under the Supervisor of Examinations, and with the assistance of the Director of Special Services and the Co-ordinator of Testing and Research, each working with these Boards, is responsible for the printing, distribution and collection of examination papers and the recording of marks. The school records of all Grade IX and senior high school pupils are filed with this Branch, which issues the Grade IX and Grade XII diplomas.



## **Guidance**

The Supervisor of Guidance gives assistance and advice to school counsellors and vocational guidance officials.

## **Research**

The Co-ordinator of Testing and Research is closely associated with the instructional activities of the Department of Education and many research projects seek to determine the adequacy of instruction. Statistical work required for the scaling of Departmental examinations and other statistical studies are on-going activities and involve much item analysis, sample studies and correlations. Special projects, such as quality control studies, evaluation of experimental programs, mobility studies, prediction of enrolment, drop-out studies, etc., are conducted as required.

## **Special Education**

Provision is made for the education of **Alberta blind children**, including transportation, at the expense of the province in residential schools in other provinces. In these schools they receive training which enables them to enjoy a fuller and more useful life in spite of their handicap.

Financial assistance is provided by the Department for **retarded children** who may be taught in opportunity classes or schools for retarded children. Likewise, assistance is provided for **hard-of-hearing children**, and the partially sighted, and those with other **physical handicaps** in order that they may be educated in special classes.

Regular supervision of all children included above is given by the Supervisor of Special Education.

## **Students' Assistance**

Assistance is given under the Queen Elizabeth Education Scholarship Fund and the Students' Assistance Act. Scholarships, grants, loans, and bursaries are provided for university students, vocational students, and high school students. In addition, the Education of Service Men's Children Act provides for allowances to assist the children of deceased and disabled servicemen to obtain a secondary education.

## **Curriculum Branch**

The Curriculum Branch is responsible for all matters pertaining to courses of study including regulations relating thereto, textbooks, reference and library books, in so far as these matters come within the jurisdiction of the Department of Education, and for the operation of the Audio-Visual Services Branch.

The program of studies gives the teacher general instruction governing the classroom work in the school, listing the subjects to be taught in each grade, the aims and objectives of each course and the text book and references which have been carefully selected to give maximum assistance to pupil and teacher.



The publication, therefore, of all curricular materials of use in the classroom as well as curriculum news letters, special programs etc., are a major work of this branch. Curriculum guides are prepared by groups of teachers and Department of Education officials working in committees. Frequent surveys and questionnaires provide the basis for changes in course content.

The program of studies throughout the school requires an abundance of classroom aids and good reference books. Once a year a classroom aids bulletin brings up-to-date the results of the search for new, inexpensive teaching aids while the search for and evaluation of new reference books goes on continuously.

### **Audio-Visual Services**

The work of this Branch is directly related to the provincial curriculum and functions under the Curriculum Branch. The Audio-Visual Services offered by the Branch include provision of radio and television programs for schools, maintenance of a film library and filmstrip preview service, operation of a tape-recording service and publication of guides, catalogues and other information for teachers and administrators.

During most of the school year, two radio programs each day are broadcast to schools, some of them in co-operation with other Western provinces and the National Advisory Council on School Broadcasting. The Branch provides a number of television programs during the year which are designed to explore the role of television in education and to supplement classroom work in certain key subjects. A large library of sound films is maintained and circulated to schools which register for the service. A growing number of filmstrips are available to schools on a preview basis to enable teachers to see them before they are ordered. A library of taped material is made available to Alberta schools through a Tape Recording Service — by means of which material is re-recorded on tapes supplied by schools for the purpose.

The Audio-Visual Services Branch keeps up-to-date information about all audio-visual instructional resources and assists teachers and administrators to use these resources in carrying out the objectives of the curricula.

### **Teacher Education and Certification Branch**

The Minister of Education, with the approval of the Lieutenant-Governor in Council, sets regulations and standards for the examination, licensing and grading of teachers. In brief, it is he who must decide on the requirements which are to be made of persons who teach in the classrooms of Alberta. One of his important concerns, during a period of rapidly increasing school population, is to secure the services of well-qualified teachers to instruct students in grades one to twelve.

A Board of Teacher Education and Certification, composed of representatives from the Alberta Teachers' Association, Alberta School Trustees' Association, University of Alberta and the Depart-

ment of Education, has been established to advise the Minister on problems and matters which have to do with the training and qualifications of teachers. This means that, in the meetings of the Board, the organizations and groups which are most directly interested in the education and supply of teachers may present their viewpoints.

By agreement between the Minister of Education and the Board of Governors of the University of Alberta, the Faculties of Education have assumed responsibility for carrying out the training program of teachers. Preparatory courses for teachers are offered in the Faculties of Education at Edmonton and Calgary.

Applicants for registration in teacher training programs offered by the Faculties of Education are required to hold satisfactory standing in specified Grade XII examination courses. At present matriculants seeking admission to the Bachelor of Education program must possess a High School Diploma which is based on six Grade XII examination subjects.

The various classes of general teaching certificates and the minimum amounts of university preparation for these certificates are as follows:

Name of Certificate	University Course
Standard E (Grades I - IX)	Two Years
Standard S (Grades IV - XI)	Two Years
Professional (Grades I - XII)	Three Years

At the end of the fourth year in the Faculties of Education the degree of Bachelor of Education is conferred on a successful candidate. Thereafter, to suitable candidates the Edmonton Faculty offers graduate courses leading to the Master of Education and the Doctor of Philosophy degrees.

The office of the Registrar, Department of Education, arranges for the issuance of teachers' certificates, administers regulations regarding teaching authority, and keeps a record of all persons teaching in Alberta schools.

## DIVISION OF SCHOOL ADMINISTRATION

The Director of School Administration, with an Assistant Director, Field Administrative Officers, a Supervisor of School Buildings, and two Inspectors of School Buildings, works directly with School Boards on matters of school administration. This work involves the interpretation of school legislation, checking of budgets and financial statements, supervision of school board offices, school building plans and construction, preparation and sale of debentures, school district boundaries adjustments and new organizations, general statistics and grants other than those set by the approved schedules. The Director is also Chairman of the School Buildings Board.

## **DIVISION OF VOCATIONAL EDUCATION TECHNICAL AND VOCATIONAL EDUCATION**

This Division of the Department of Education administers all of the technical and vocational training programs which are approved for operation under the Technical and Vocational Training Agreement with the Federal Government, which shares the costs.

The following types of programs are involved: secondary school vocational education, post-high-school technician training, and various other pre-employment programs; training for apprentices; training for unemployed persons, disabled persons, supervisory personnel, and small business administrators; and teacher education programs for vocational teachers. The Agreement also includes grants to university students and student nurses.

Other than facilities provided at the secondary school level, training facilities are largely concentrated in the Southern Alberta Institute of Technology at Calgary, and the Northern Alberta Institute of Technology at Edmonton. Additional facilities are used where available when the need becomes apparent. Advantage is also taken of the services provided by private schools, and, when the situation warrants, training is arranged with individual employers under the Training-on-the-Job plan. Special schools are operated at Fort McMurray, Calgary and Edmonton.

### **The Southern Alberta Institute of Technology**

This Institute in Calgary is under the direction of the Department of Education. Students who have left the regular school system, both boys and girls, may receive training in numerous technologies, trades and crafts at day and evening classes; certain courses are also given by correspondence. The length of the courses ranges from a few months to two years. Relatively small fees are charged for these courses. The normal Institute year is from early in October until late in May. Any student interested in technical training can obtain information about the courses offered and the regulations governing admission to classes from the Principal of the Institute.

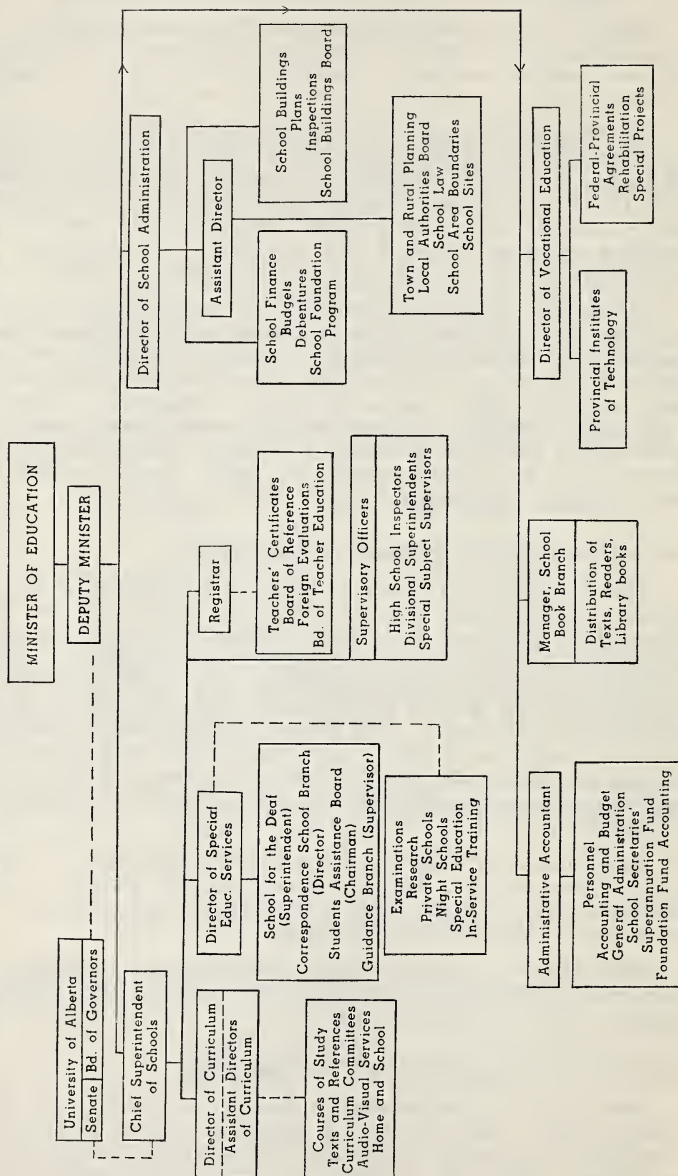
An extensive offering of commercial and applied art is offered at the College of Art, which is a part of this Institute. These programs vary in length from two to four years, and include a comprehensive evening class offering.

Instruction for apprentices enrolled in the apprenticeship program of the Department of Labour, in many of the designated trades, is provided in this Institute.

### **The Northern Alberta Institute of Technology**

This is a new Institute which began to offer instruction in January, 1963. The programs are similar in type to those offered in Calgary. The programs at the Institute which are of a pre-employment, technician training or apprenticeship training type, have been selected to make the Institutes complementary in nature,

# ORGANIZATION CHART—DEPARTMENT OF EDUCATION





there being courses offered in Edmonton which are not duplicated in Calgary and vice versa. Correspondence courses are not offered from this Institute, but, similar to Calgary, an evening class program is offered.

### **The School-Book Branch**

This huge book-shop is operated by the Department for the benefit of Alberta's pupils and teachers. The School-Book Branch is a central agency for all school books coming into the Province. The manager publishes a price list annually which standardizes the price of school books throughout the Province. These prices are set as low as operating costs will allow. The School-Book Branch does not aim to produce revenue for the Province; its aim is to give an economical and efficient service to the public.

### **The University of Alberta**

The University has its own governing bodies, the Board of Governors and the Senate; which direct the affairs of the University. The Deputy Minister of Education is a member of the Board of Governors and the Chief Superintendent of Schools is a member of the Senate.

### **Public Junior Colleges**

Provision has been made under the Public Junior Colleges Act for junior colleges offering some university work and other sorts of courses to be established by school boards. Four such colleges have now been established, at Lethbridge, Red Deer, Medicine Hat and Grande Prairie.

### **Other Educational Associations**

The Department is directly or indirectly linked up with various educational associations which have been organized in the Province to assist the cause of education. The Home and School Associations bring the parents and the teacher together for the sympathetic discussion of child problems and child education. The Alberta Teachers' Association and the Alberta School Trustees' Association work with the Department where their particular interests are concerned.



Health Units are set up to provide preventive health services in rural areas.



## THE DEPARTMENT OF PUBLIC HEALTH

### History and Organization of the Department of Public Health

In March, 1906, the first Public Health Act was passed by the Provincial Legislature. It provided for the creation of the Provincial Board of Health consisting of five members, with full authority and responsibility for administering the health laws of the Province. By this Act the Province was divided into Health Districts, and a Board of Health was constituted in each District under the supervision of the Provincial Board of Health. The first Provincial Board was appointed in 1907, and was composed of the following members: Dr. J. D. Lafferty, Dr. F. H. Mewburn, Dr. C. N. Cobbert, Dr. L. E. W. Irwing, and Mr. R. B. Owens.

The Public Health Act of 1907 was repealed in 1910, and a new Act passed. The new Act gave the Provincial Board power to draft regulations covering the activities of the Public Health Branch. From 1905 to 1918, Public Health was a branch of the Department of Agriculture; from January, 1918 to August, 1918, a branch of the Department of the Provincial Secretary; and from 1918 to 1919, a branch of the Department of Municipal Affairs.

During the 1919 session of the Legislature, The Department of Public Health Act was passed, by which the Department of Public Health was created and was given authority and responsibility for administering all the Statutes of the Government relating to health.

The officials of the Department of Public Health in January, 1966, were as follows:

Minister of Health

Deputy Minister of Public Health

Director, Division of Alcoholism

Director, Division of Arthritis Services

Director, Division of Cancer Services

Director, Division of Cerebral Palsy Services

Executive Director, Division of Hospital Services

Director, Division of Industrial Health Services

Director, Division of Local Health Services

Director, Division of Medical Services

Director, Division of Mental Health Services

Director, Division of Provincial Laboratories

Director, Division of Sanitary Engineering

Director, Division of Social Hygiene

Director, Division of Tuberculosis Control

Director, Division of Vital Statistics.

### ARTHRITIS SERVICES

The Department of Public Health has established clinics in Calgary and Edmonton for the investigation of people under the age of twenty-five who are suffering from Rheumatoid Arthritis. These residents must be referred by their own physician to the Rheumatoid Arthritis Clinics where consultation and diagnostic investigation are provided free of charge. Further, with the ap-

proval of the patient's physician, the clinics may authorize and pay for specific therapy in or out of hospital, and for appliances or special medicines.

## CANCER SERVICES

Cancer, a disease threatening humanity and now second in order of frequency as a cause of death, is steadily increasing. When discovered early, cancer is curable.

The Government of the Province of Alberta passed legislation in 1940 known as The Cancer Treatment and Prevention Act. A clinic was established in Edmonton in 1941; a clinic opened in Calgary, late the same year, and a third clinic was opened in the city of Lethbridge in October 1950.

Cancer Clinics in 1941 examined 1,142 patients, 8,123 in 1950, 24,718 in 1960, and 30,944 in 1964. Since the inception of the service to December 31, 1964, 314,874 examinations have been carried out. Approximately 50% of those examined were diagnosed as having cancer and were given treatment free of cost to the patient.

### Routine Procedure

The routine procedure governing the management of cases may be outlined as follows:

A person legally entering Alberta may establish residence and be entitled to services under the Cancer Treatment and Prevention Act when he has lived in Alberta as a self-supporting individual during the immediately preceding twelve months.

Dependents of persons mentioned in the above paragraph who first enter Alberta at a later date and who do not have any pre-existing illness at the time of entry shall be eligible for cancer services if the person mentioned has attained Alberta residence.

Dependents of persons mentioned above who first enter Alberta at a later date and who have a pre-existing illness shall be entitled to cancer services after entering Alberta,

- (a) if the original entrant is a Canadian and has established residence in Alberta as defined above;
- (b) if the original entrant, being a British subject, has lived in Alberta for the immediately preceding two years;
- (c) if the original entrant, not being a British subject, has lived in Alberta for the immediately preceding five years.

A member of the Canadian Armed Forces who was a resident of the Province of Alberta at the time of his enlistment shall be regarded as a resident of the Province, as long as he remains a member of the Canadian Armed Forces and for one year after his discharge. During the time of his membership in the Canadian Armed Forces, he shall not be eligible for cancer services, since such services are the responsibility of the Government of Canada.



If dependents of such members of the Canadian Armed Forces have resided outside of Alberta, they shall be entitled to cancer services immediately after returning to Alberta, if the said member of the Armed Services is still regarded as a resident of Alberta as defined above.

Any resident of the Province, after consulting or being examined by his attending physician during the previous six months may present himself at the clinic with or without a recommendation from his attending physician and if the Associate Director is satisfied that the signs, symptoms, or findings disclosed, justify further investigation by the clinic, he may admit such patient to the services of the clinic.

Persons who have not established residence in the Province shall be entitled to any diagnostic and treatment services that are normally provided within the clinics, upon payment of a registration fee in the amount of \$10.00 payable upon admission. This does not provide for the diagnostic or treatment procedures that may require services outside of the clinics.

No person shall be considered the responsibility of the clinic unless an application has been filed with a Cancer Clinic.

The patient is examined by members of the clinic staff, x-rays and blood counts done, and necessary diagnostic procedures are authorized and carried out.

If it is necessary to admit the patient to a hospital to complete these diagnostic procedures the cost of public ward hospitalization, for seven days, if not provided for under Provincial Regulations, as well as the cost of diagnostic procedures, is assumed by the Government.

The diagnosis having been made, if treatment is indicated the patient is given the necessary treatment in the clinic by various forms of radiology such as x-rays, radium, cobalt or caesium or by various chemical methods which have recently come to the fore. If surgery is indicated the patient is referred to a suitable specialist for this service which is paid for by the clinic.

### **Educational Help Available**

For those interested in cancer education, speakers are available to address community groups, Home and School meetings and other interested organizations. Films on cancer can be had by writing to the Health Education Services, Department of Public Health, Edmonton, Alberta.

## **CEREBRAL PALSY SERVICES**

Recognition of the need for specialized care for the cerebral-palsied child has only come in the last twenty years. Since classification of this disease as neuro-muscular, success has been gained in rehabilitating victims of cerebral palsy.

The Alberta Government, in the summer of 1950, opened and began operating in Edmonton the first clinic in the province and in 1952 a clinic was opened in Calgary for the diagnosis and treatment of cerebral palsy. Various service clubs contribute support to the service by donating part of the proceeds of their fund drives to buy equipment, in supplying transportation, and in the case of one club, a donation of one of the buildings which is part of the permanent clinic quarters. Commencing in 1957 the province is providing the costs of boarding house accommodation for cases who do not reside in Edmonton or Calgary.

### **Diagnostic and Check-Up Clinics**

Clinics are held at which new cases, referred by attending physicians, public health nurses, superintendents of schools, etc., from all over the province are examined by an orthopaedic surgeon and pediatric consultant. All clinic cases may be re-checked at regular intervals and the extent of their progress determined. Simultaneously the progress of children undergoing drug therapy is supervised by a doctor.

### **Procedures for Home and Clinic Treatment**

Following the original diagnosis, children are referred for either clinic or home treatment. For home treatment cases, parents are instructed in treatment technique and provided with literature and the equipment required to assist in carrying out the necessary procedures. Arrangements have been made by other agencies for transportation for patients, to and from the clinics, within the city limits. Social Service Workers have recently been added to the clinics' staffs in order to provide the parents with the much needed counselling to understand their child and his problems and the Government's position in treatment more fully.

## **HOSPITAL SERVICES**

### **Eligibility for Hospital Benefits**

Any person who is legally entitled to reside in Canada and who makes his home and is ordinarily present in the Province is entitled to benefits provided by the Alberta Hospitalization Benefits Plan providing . . .

- (a) they are not tourists, transients or visitors in Alberta
- (b) they are not entitled to receive hospital services or the cost thereof pursuant to the laws of any jurisdiction except The Hospitalization Benefits Act or who are, or could have become, entitled to such insured services from some other Province.

Persons moving to Alberta from a Province which provides hospital insurance will be covered by the Alberta Plan upon the expiry of the coverage they bring with them providing they qualify as a resident. In any event, however, a person moving to Alberta,

from a Province which requires a person to reside in that Province for a period of time before they qualify for benefits, will not be eligible for benefits in Alberta for three months or for the period of time which is required to qualify for benefits in the Province from which they come. To qualify for benefits the payment of a premium is not required and registration is not necessary.

## **Benefits Provided**

### **Hospital In-Patient Benefits**

The benefits provided to in-patients include bed accommodation at a standard ward level; meals; necessary nursing service; laboratory, radiological and other diagnostic procedures; drugs, biologicals and preparations when administered in a hospital; use of operating room, case room and anaesthetic facilities, including necessary equipment and supplies; routine surgical supplies and radiotherapy and physiotherapy facilities, where available.

### **Out-Patient Services**

Effective August 1, 1965 the Alberta Hospitalization Benefits Regulations were amended to include out-patient services as a benefit under the plan. The out-patient services include diagnostic and hospital emergency services as detailed in an approved schedule and are provided in hospitals and approved private medical facilities. The patient is responsible for a co-insurance payment of 20% of the charge for the service provided as listed in the approved schedule. The balance of the charge is paid by the plan. Out-patient services are only provided as a benefit in Alberta.

### **Exclusions Under The Plan**

Few exclusions exist under the Alberta Hospitalization Benefits Plan. With respect to drugs, the restrictions which apply are as follows:

Drugs, biologicals and related preparations are not covered under the plan, when the supplies or drugs are not considered necessary for the treatment of the patient while in hospital, and are intended for use after discharge from hospital and drugs, which in the opinion of the hospital pharmacy committee of hospitals having 180 beds and over, and the Joint Pharmacy Committee of the College of Physicians and Surgeons of Alberta and the Associated Hospitals of Alberta, are not required for the proper treatment of the patient under standard ward in-patient care.

The patient shall pay the differential charge between standard ward hospitalization and private or semi-private accommodation when private or semi-private accommodation is provided at the patient's request.

The Hospitalization Benefits Plan does not cover doctors' fees or ambulance service.

External appliances are not provided for under the Plan.



## **Auxiliary Hospital Care**

Auxiliary hospital care (Chronic) is included as a benefit under the Plan. Application for admission to an Auxiliary hospital is made by the patient's doctor to the assessment committee in the district in which the Auxiliary hospital is located. Providing the patient qualifies for admission and is otherwise eligible for hospital benefits, the patient is responsible for a co-insurance charge of \$1.50 per patient day.

Patients assessed as not needing Auxiliary hospital care may qualify for nursing home care under the Alberta Nursing Home Plan. A pamphlet about this plan will be provided by the Hospitals Division on request.

## **The Alberta Nursing Home Plan**

The Alberta Nursing Home Plan was established in April 1964 to provide another link in the chain of health services provided in the province. Along with such other programs as the Alberta Hospitalization Benefits Plan, the Alberta Medical Plan, The Mental Health Program and the Senior Citizens Program, it is designed to provide an essential health service at a reasonable cost to residents of Alberta.

Its purpose is to provide care, for example, to senior citizens who are not well enough to be accommodated in a senior citizens lodge and yet not sick enough to be in a hospital. The plan, however, is not restricted to senior citizens but is intended for any person requiring such personal services as help in walking and getting in and out of bed, assistance with general bathing, help with dressing or feeding, preparation of special diet, supervision over medications which can be self-administered and other types of personal assistance of this order.

The nursing homes which operate under the Plan are approved by the local board of the nursing home district in which they are located and are subject to the requirements of The Nursing Homes Act and Regulations and to the supervision of the Hospitals Division of the Department of Public Health which administers the Plan in conjunction with the district boards.

All new nursing homes being built must comply with the Minimum Standards of Nursing Home Construction which prescribe in addition to essential services such extra facilities as dining rooms, barber and beauty shops and areas for the provision of recreational, diversional and religious activities.

## **Benefits**

The benefits provided under the Plan consist of a payment of \$4.50 per day by the Province for nursing home care given by a contract nursing home. Nursing Home care includes the following services:

- (a) accommodation, meals and laundry

- (b) personal services such as help and supervision in cleanliness, mobility, safety, feeding and dressing
- (c) special diets when necessary
- (d) routine drugs and dressings as ordered by the attending physician
- (e) recreational, diversional and re-activational activities

### **Eligibility For Benefits**

Benefits are provided under the Plan for any patient in a contract nursing home who

- (a) has been found by a duly appointed medical assessment committee to require care in a nursing home;
- (b) has established his home in Alberta; and
- (c) has resided in Alberta for the three consecutive years immediately preceding an application for benefits.

This residency requirement implies, however, that even though a patient may not be eligible for benefits at the time of admission to a contract nursing home because he had not been a resident of Alberta for three consecutive years, he may apply for benefits as soon as he has completed three consecutive years of residence in Alberta.

## **LOCAL HEALTH SERVICES**

### **Establishment of a Health Unit**

The Health Unit Act provides for the organization, administration and health services in a Health Unit. Under this legislation, the Department is authorized to make grants available to health units as approved by the Minister of Health. A rural health unit is established by agreement between one or more municipalities and the included towns and villages. For the purpose of controlling the service the area is divided into wards, and the municipalities concerned appoint one board member to represent each ward. The board thus appointed is responsible for the administration of the health unit. The cost of operation is shared, with the province paying a grant at a per capita rate depending upon the population. The remainder is divided among the contributing municipalities in proportion to their population. Practically the entire settled part of the province is now covered by Health Unit Service.

### **Services Provided by a Health Unit**

The program of a rural health unit is carried out on a year around basis and includes the following:

1. Service to infants and preschool children through child health conferences and home visiting by public health nurses.
2. School health programs.

3. Investigation of outbreaks of communicable disease and effecting measures of control. Close cooperation with the Division of Tuberculosis Control is maintained.

4. Immunization of all age groups against the diseases for which effective protection can be given. These include whooping cough, diphtheria, poliomyelitis, tetanus and smallpox.

5. General supervision of community sanitation including water supplies, food and milk supplies, sewage disposal and all types of eating establishments.

6. Health education is promoted by all members of a local health unit staff. This is accomplished through distribution of public health literature, articles in local press, radio talks, exhibits, use of health films and addresses to community groups on a wide variety of health subjects. Prenatal group teaching is given in many communities.

## **Communicable Diseases**

The purpose of this service is to record the incidence of communicable diseases within the province based on the reports submitted by local health authorities: to advise local health authorities on the most effective methods in the prevention and control of communicable diseases, and to provide a consulting service to physicians in cases of infectious disease.

The Communicable Disease Service deals directly with the prevention and control of communicable diseases in unorganized areas.

## **Control**

Prompt reporting of communicable diseases, and prompt action in the application of modern methods of prevention and control, pays for itself many times over from the standpoint of dollars and cents, and is effective in preventing much needless suffering and many untimely deaths.

The Communicable Diseases Service is in charge of the distribution of biological products including the various vaccines and sera for the purposes of immunization. In 1954 the province participated in the field trial of Salk vaccine for the prevention of poliomyelitis. In every year since then it has provided this vaccine to the extent of available supplies to various age groups. By the end of 1961 almost all persons up to age 18, many up to age 40 and some over age 40 had obtained protection. Starting 1962, two feedings of Sabin vaccine were offered to those who had completed a series of inoculations with Salk vaccine.

The materials for the entire immunization program are distributed free by the Department of Public Health at a cost in 1964 of approximately \$172,000. The distribution of these products is organized through the local health authority.



## **Public Health Nursing Services:**

Much of the service given by public health nurses has been outlined under the services provided by the local health units. Similar community service is rendered by the nurses employed by the City of Edmonton and the City of Calgary.

Throughout Alberta there are 272 public health nurses employed by official agencies.

## **Municipal Nursing Service:**

The Municipal Nursing Service is available to the isolated areas of Alberta to provide emergency treatment services and a preventive public health program. At present there are 15 areas in the province receiving this service. Eight of these are located within Health Unit boundaries.

The service provides for first aid and emergency treatment in the event of accident or sudden illness when no medical service is available. A small charge is made to cover partly the cost of calls, drugs and dressings. In addition to emergency care, the Municipal Nurse provides a preventive service similar to that provided by public health nurses in other communities served by Health Units.

## **Consultant Service:**

The Director of Public Health Nursing is responsible for the supervision of the municipal nursing service and for the correlation of this service with the local health unit service. A close working relationship is maintained through correspondence and annual visits to each district.

The Director of Public Health Nursing acts as a consultant on public health nursing programs to the staffs of all health units.

The Nursing Consultant in Maternal and Child Health works closely with the nursing staffs of health units and the municipal nurses. Assistance is offered to the field staff in the planning of new services, and in improving the liaison with hospital services, and in staff orientation and educational programs.

## **Dental Health:**

With the appointment of a Director of Dental Public Health in 1959 a service of preventive dentistry was added to Local Health Services.

A supplemental dental health grant equivalent to one-fifth of the total health grant is made available to encourage and aid health units to provide a preventive dental program. This grant must be matched locally by two-thirds of its amount. The programs are basically preventive in nature providing for statistical surveys, dental health education, examination and referral, consultation, topical fluoride treatment and various degrees of actual dental care to limited age groups in some instances, depending on local circumstances.

These services are provided through a full time dental health officer in a health unit and/or a third-year dental student working in health unit programs during the summer recess, providing all preventive services except actual treatment services.

A two year Dental Auxiliary training course was instituted at the Dental Faculty, University of Alberta in September 1961. These auxiliaries will work with the dentists in health unit programs providing education and preventive services.

An amendment to the Health Unit Act in 1959 authorizes payment of an additional 10c per capita for dental services to cities over 100,000 population, which presently includes Calgary and Edmonton.

In addition to the above, another type of program, outside of the regular health unit services, is operating. Dentists using transportable equipment on a loan free basis from the Department of Public Health visit the more outlying areas where dental practices are not established, to make dental treatment available to all on a private practice basis.

Arrangement for these services can be made through the local health unit, Department of Public Health and the Alberta Dental Association. The actual services and payment of fees etc., will be an individual and private matter between the visiting dentist and the patient.

### **Health Education Services:**

Health education is an important part of every public health program. The staffs of the health units do a great deal of individual and group teaching in their communities.

In order to assist them, health units and the other divisions of the Department special health education services are provided through the Division of Local Health Services:

1. A film library. Films on various health topics may be borrowed without charge by writing to the Director, Public Health Education, Room 308, Administration Building, Edmonton.
2. Pamphlets and posters are distributed through the health units and city health departments.
3. Special programs may be arranged. (e.g., youth conferences on smoking and health).
4. Releases and other information are prepared for the use of radio, television and newspapers.
5. Assistance in planning programs, locating information and services is given to individuals and groups on request.

### **Nutrition Services:**

The objective of Nutrition Services is the improvement of the health and well-being of every family in Alberta through the practical application of the basic principles of normal nutrition. Thus

the aim is to integrate nutrition education into the total provincial health program and to this end the public health nutritionist works primarily in cooperation with personnel in schools and health and welfare agencies. By working as a consultant to professional groups the nutritionist is able to reach more people than she could through direct service.

Work in the schools is directed under three main channels—assistance to teachers in planning animal feeding demonstrations, in conducting student diet record studies and in providing teaching aids. Nutrition materials, including food models, publications, pamphlets and posters, are available to teachers, students and other interested groups. Films and filmstrips related to many aspects of nutrition are also loaned to schools and community organizations which request aid with nutrition projects for their meetings.

Public health personnel are given assistance in developing the nutrition programs in their areas. One of the most far reaching educational activities of the nutritionist is her consultant service to public health nurses. They are provided with information and help in problems relating to nutrition in their work and are kept abreast of current developments in the field of nutrition which may be of use to them. It is also the policy of Nutrition Services to keep informed on the work of other agencies in the field of nutrition and to act as a coordinator in projects in which the cooperation of public health personnel would be mutually advantageous.

Similarly, consultant service is available to summer camps, senior citizens homes, boarding homes, and other institutions throughout the province. Requests are received from these agencies for information relative to menu planning, purchasing and storage of food, therapeutic diets and other dietary problems.

A good deal of time is devoted to assistance with the integration of nutrition into the professional training of student nurses, teachers, home economists and dental auxiliaries at the University of Alberta and the training schools for nurses. The nutritionist acts as a guest lecturer and provides teaching aids and reference materials.

Finally, answering questions, giving information and solving problems received from individuals is a considerable part of the nutritionist's work.

### **Entomology and Vector Control:**

Since 1938, field work has been conducted in the province in regard to insect-transmitted diseases in Alberta, such as Rocky Mountain Spotted Fever, sylvatic plague, tularaemia, encephalitis, etc. Surveys have also been conducted in regard to the invasion of rats from the adjoining provinces to border areas.

Information has been assembled in regard to these problems and an active educational campaign has been conducted with a view to informing the public as to the serious nature of these diseases and the most effective methods of prevention and control.



Inoculation against the Rocky Mountain Spotted Fever gives immunity for a period of a year. This protection is available to residents of areas exposed to the disease. The vaccine is provided by the Department of Public Health and the inoculations are given by the health unit.

### **Poison Control Services:**

A poison treatment centre has been established in every general hospital in Alberta. At these centres information is readily available as to whether a particular substance is poisonous or not and, if so, what the active poisonous material is and what can be done about it. This information is tabulated on cards which are kept on a card wheel for quick reference and is available immediately to the family doctor, the hospital nurse or, in emergencies, to the worried mother. It is expected that on many calls the answer may well be "the substance you mention is not poisonous" or "although ordinarily poisonous the dose is so small that it is not dangerous".

Two poison information centres are also provided, one at the Calgary General Hospital and the other at the University Hospital, Edmonton. Special information is available to the doctor or to the local hospital in relation to special lines of treatment or regarding very unusual poisonous substances.

The information at the treatment centre and at the information centre will be kept up to date so treatment for new dangerous substances may be available quickly.

**THIS POISON SERVICE IS AS CLOSE AS YOUR FAMILY DOCTOR OR THE NEAREST GENERAL HOSPITAL.**

### **INDUSTRIAL HEALTH SERVICES**

This Division has become active in surveys of workers in dusty trades, and the assessment of environmental contamination of industries with noxious dusts, gases and vapours. A number of noise surveys in industries have been made and means of abatement and protection discussed with management.

Increases in technical staff are planned and indications are that our services are accepted and will be utilized. As we progress, it is hoped that requests for service will be based more on a desire to maintain a high degree of health safety and that potentially harmful environmental hazards will be brought to our attention before their effects on the workers are demonstrable.

### **MEDICAL SERVICES**

The Medical Services Division is responsible for the provision of medical, dental, optical and chiropractic services for pensioners; administers and operates two Schools for Nursing Aides at Calgary and Edmonton, also the School for Laboratory and X-ray Technicians at Edmonton. The Division is also responsible for all poliomyelitis treatment services except the hospitalization; operates

an Emergency Air Ambulance Service; provides free penicillin tablets for children up to the age of 18 years who have had authenticated rheumatic fever, and also provides insulin, tolbutamide and phenformin for diabetics, subject to a means test.

## **I. Pensioners Services**

The Division provides treatment services which include medical and surgical care by any qualified physician, dental treatment including half the cost of new dental plates, optical services including examination and one pair of glasses every two years if required, and chiropractic services. These services are available to all recipients in possession of a Treatment Services Card and for the dependents of these persons. Child Wards are also issued with treatment services cards and qualify for all services except chiropractic.

## **II. Poliomyelitis Services**

During an epidemic of poliomyelitis there is a relatively small number of cases, who actually have the disease, that develop clinical symptoms, and a much smaller percentage that develop serious symptoms of paralysis. For these latter there may be a prolonged period of hospitalization and medical and surgical care ahead for them entailing the expenditure of funds which most families can ill afford. For this reason the Department of Public Health assists in providing hospital and medical care for these individuals. To be eligible for government assistance the patient must have been residing in Alberta for at least one year prior to the onset of the disease.

Following are the services provided:

### **Acute or Isolation Period**

1. Hospitalization—During the acute or fourteen day isolation stage of the disease the Department of Public Health provides hospital and necessary nursing care at no cost to the patient.
2. Medical Services—Medical care is provided free for acute cases being treated in respirators, otherwise medical services are at the patient's own expense during the acute stage.

### **Chronic or Post-Isolation Period**

1. Hospitalization—Subsequent to the acute period the Department of Public Health provides necessary hospitalization free to cases which show some degree of paralysis or muscle weakness.
2. Medical Services—Subsequent to the acute stage where a patient shows some degree of paralysis or muscle weakness the Department of Public Health provides necessary medical and surgical care free in certain hospitals capable of providing special services.

3. **Respiratory Cases**—For cases being cared for in respirators there is an agreement between the Alberta College of Physicians and Surgeons and the Department of Public Health whereby the Department, through the college, provides doctors to render special medical, surgical and supervisory care to respiratory cases.

### **Appliances**

All necessary appliances are provided free to both out-patients and patients in hospital.

### **Physiotherapy**

Physiotherapy services are provided free to hospital cases and outpatient physiotherapy is provided free in the University Hospital, Edmonton; Calgary General Hospital, Calgary; Alberta Crippled Children's Hospital, Calgary, and Lethbridge Municipal Hospital, Lethbridge.

Other out-patient services provided are muscle tests and diagnostic radiology.

### **Rehabilitation**

The resulting paralysis may call for a change in activities for the patient and may require some training for a new way of life. This special training may commence within the hospital but usually this re-education commences after the hospital period. Special arrangements can be made through the Department of Public Welfare for training which is suitable to the capabilities of the particular patient.

A limited number of cases who still require respiratory care have been returned to their homes. The Department of Public Health supplies the necessary equipment for this purpose.

## **III. Rheumatic Fever**

1958 saw the introduction of a program to prevent recurrent attacks of rheumatic fever in children thus reducing heart damage. Children up to the eighteenth birthday can be supplied with free penicillin tablets to be taken daily. This prevents the streptococcal infections of the throat and thus reduces the risk of new attacks of rheumatic fever. Age 18 is chosen because beyond that time the risk of infection is less and damage to the heart valves is less severe.

## **IV. Special Drugs**

For a number of years the provincial government has provided free insulin for the treatment of diabetes in cases where the purchase of this material created a serious financial problem for the family. In 1959 this service was extended to include tolbutamide, an oral drug for the treatment of certain types of diabetes. In 1962 the service was further extended to include phenformin.



Applications for insulin, tolbutamide and phenformin are subject to a means test. The provision of certain criteria from the doctor is necessary before tolbutamide or phenformin can be provided.

## **V. Nursing Aides**

Advances in medical science and public health have resulted in an increasing demand for nurses. Across Canada this has meant a serious shortage of graduate nurses in hospitals, public health services, institutions and other fields.

To alleviate this shortage in Alberta hospitals the Department of Public Health sponsors two schools for the training of nursing aides who are then licensed to perform certain nursing duties under the supervision of a graduate nurse. The Calgary School for Nursing Aides is located at 1315-16 Avenue, N.W., Calgary, and the Edmonton School for Nursing Aides is located at 11136-84th Avenue, Edmonton.

Purpose of the school is to train girls and women to perform certain nursing duties in hospitals, mental institutions, tuberculosis sanatoria or nursing homes under the supervision of a graduate nurse. The Alberta Association of Registered Nurses actively cooperates by appointment of a nurse to act on the Advisory Council.

## **VI. School of Laboratory and X-Ray Procedures**

The smaller country hospital has always been under a disadvantage in rendering laboratory and X-ray services to its community. The volume of work in this field does not usually justify the employment of a highly-trained, registered technician in each field. To meet this need the Department of Public Health through Medical Services Division operates a school where fundamental training can be provided to selected students for these positions.

## **VII. Alberta Medical Plan**

This plan covers physicians' services both in and out of hospital and is available to all residents regardless of health, age, or occupation. In addition, persons who satisfy the residential qualifications, and, depending upon their income tax standing in the calendar year prior to application, are eligible to receive a subsidy from the government to pay a portion of the costs of their medical coverage. The coverage is provided by means of a standard policy issued by Medical Services (Alberta) Incorporated and some 44 approved carriers. The Plan commenced 1st of October, 1963, and at the present time there are approximately 810,000 people covered, of whom about 190,000 are receiving a government subsidy.

## **Emergency Air Ambulance Service**

In January 1959, the government of the province, through the Department of Public Health, implemented a fully organized "Emergency Air Ambulance Service" for its residents. This program is

intended to provide transportation to hospitals in larger centres from outlying areas for medical and surgical cases, who, because of the emergency nature of the condition, or because of inaccessibility of hospitals to the patient, of necessity must be transported by air service. Other types of cases will not be eligible for this service.

The program also includes the transportation of blood for transfusions or transport of a specialist when the situation is urgent and the patient cannot be moved.

## **MENTAL HEALTH SERVICES**

Under The Mental Health Act, 1964, proclaimed January 1, 1965, the names of the mental institutions were changed to Alberta Hospitals with the geographic location to designate each hospital except for "Rosehaven", Camrose and "Deerhome", Red Deer.

### **Hospitalization of Mentally Disordered Persons**

Patients suffering from mental illness and admitted to one of the Alberta Hospitals are provided with hospitalization care and complete medical care at a cost to the patient of \$1.50 per day at Ponoka, Edmonton, Raymond, Claresholm and Rosehaven.

The cost of operating our Alberta Hospitals is approximately \$7.00 per patient day. The difference between what the patient pays and the actual cost is provided from Provincial General Revenue.

Patients may be admitted voluntarily through their own physicians or by two medical certificates on the appropriate certificate and history form. In case of an emergency, when it is not reasonable to obtain a second certificate, patients may be admitted for a period of seventy-two hours by an emergency certificate of one physician.

The hospitalization service includes all medical, surgical and other therapeutic measures prescribed by the medical staff.

### **Discharge of Patients from Alberta Hospitals**

A person admitted to an Alberta Hospital as a voluntary patient may be discharged within seventy-two hours by submitting a request in writing of his desire to leave the hospital. Patients admitted to Alberta Hospitals by medical certificate are discharged at the discretion of the medical superintendent. Provision has been made for a review panel so that a patient or his nearest relative or legal representative may complain against detention by the certificates and the review panel who investigates the patient's complaint render a decision as to whether or not the certificates were justified or should now be revoked and the medical superintendent of an Alberta Hospital is required to take the necessary action to give effect to the decision of the review panel.

### **Mentally Disordered Senile Patients**

Mentally disordered senile patients who have been detained in an active treatment hospital who are no longer in need of active

treatment may be transferred to "Rosehaven", Camrose, where they receive hospitalization and medical care at a cost to the patient of \$1.50 per day.

### **Mental Defective Patients**

Mentally retarded children, who are classified as mental defectives, are provided with care and training at the Alberta School Hospital, Red Deer, at a cost of \$1.00 per day until they are of the age of 21. After the age of 21 the patient is himself responsible for payment of maintenance in keeping with section 30 of The Alberta Hospitals Act.

"DEERHOME" is an Alberta Hospital designed for the long term care of defectives over the age of 16.

### **Admission of Mentally Defective Persons to Alberta Hospitals and Deerhome.**

Persons are admitted to the above hospitals by voluntary admission at the request of the parent or nearest relative. Mentally defective adults may be admitted to other Alberta Hospitals and Deerhome by similar application to the respective medical superintendents.

### **Alberta Guidance Clinics**

These clinics are under the general direction of the Director of the Division of Mental Health. Each clinic is under the immediate supervision of a psychiatrist with a staff of additional psychiatrists, psychologists, social workers and clerical workers.

Four regular clinic centres have been established at Edmonton, Calgary, Red Deer and Lethbridge with branch offices in Grande Prairie and Medicine Hat. Clinic service generally is extended to numerous other points throughout the province by teams travelling from these centres.

The purpose of these Guidance Clinics is to provide a preventive service in mental health with a view to early detection of emotional and behavioral maladjustments in children and to give proper advice and assistance to parents, teachers and other persons interested in community welfare, in the handling of these problems. The clinics provide extensive treatment services in the larger centres and to a lesser extent in other centres.



## PROVINCIAL LABORATORIES

Public health laboratory services are now available to hospitals, local boards of health, health units, and physicians, through two modern well-equipped public health laboratories at Edmonton and Calgary.

The work performed by the provincial laboratories of public health includes numerous types of bacteriological, pathological, serological and chemical examinations, which are of vital importance in the diagnosis of disease and in determining scientific measures for its prevention and control. Facilities for the epidemiological investigation of virus diseases are established in the Edmonton laboratory.

## SANITARY ENGINEERING

This Division administers the Department of Public Health's public environmental health program in the areas of air and water pollution control, public waterworks and sewerage systems, public and semi-public swimming pools, public health inspection, radiation hazards control, plumbing inspection and associated research and development programs.

There has been a large increase in the work of the Sanitary Engineering Division in recent years as a result of the number of towns and villages which have installed waterworks and sewage disposal plants. The staff of the Sanitary Engineering Division has recently been increased in order to keep pace with this growth and to give various municipalities the assistance they request in dealing with various problems such as improving the quality of drinking water and training town foremen in engineering methods of maintaining and operating public utilities.

### Plumbing and Private Sewage Disposal

The Sanitary Engineering Division is responsible for the inspection and approval of plumbing and private sewage disposal installations designed to serve hospitals, schools, etc. This service is also extended to the smaller urban centres and rural districts. There has been a large increase in this work in recent years, which, together with the assistance given to local plumbing inspectors, has required a great deal of time.

Inspectors check each complete installation and at the same time lend practical assistance to home owners, plumbers, architects, contractors, etc. Investigations are carried out on installations which have operating problems and, furthermore, data is compiled on the operation of various types of systems in order to aid architects, engineers, home owners and contractors with the design and construction of all such projects.

The Division has published a booklet entitled "Private Sewage Disposal" which is distributed without charge to anyone wishing information regarding the installation of a private sewage disposal system.

A further responsibility of the Division is the issuing of approval certificates permitting the installation of all new types of

plumbing fixtures and materials used in the Province. A plumbing code has been established to control the materials used and the method of installing these materials and fixtures. The code serves as a guide to manufacturers and to assure the public of reliable plumbing.

### **General Sanitation and Food Control**

The Department's responsibility in food control and general sanitation is carried out by men qualified by training and experience for their duties. These services are extended to all areas of the province not organized into Health Units. Assistance may be given to Health Units on request.

The services rendered include inspections of restaurants, bakeries, dairy farms, pasteurizing plants, tourist accommodation, construction camps and waste disposal grounds. Investigations of outbreaks of the communicable diseases which may be spread by food are carried out as required.

Inspectors also give assistance to the public regarding public and private water supplies and sewage disposal systems and in response to requests or complaints inspect slaughter houses, cemetery sites, nuisances and schools.

Another comparatively new activity is the supervision of industrial uses of radioactive materials.

### **Stream Pollution**

A stream pollution survey project was established in 1950 for the purpose of determining the extent of pollution in rivers and lakes throughout the province. Initial surveys and reports on three river systems have been made and regular checks include examination for bacterial contamination, oxygen depleting materials, taste and odor substances, oils and greases, and other objectionable materials suspected of being present.

This data is essential to the Provincial Board of Health in determining the extent of treatment to be required of municipalities and industries necessary to prevent adverse pollution of the province's water resources. Industries proposing to establish within the province and discharge wastes to a river or lake, and municipality planning to dispose sewage into these waters, must apply to the Provincial Board of Health for approval of this release.

### **Air Pollution**

The division conducts surveys to assess pollution of the atmosphere in urban and industrial areas. This is done to evaluate complaints received, to measure air quality before certain industries are established, and to assess the present levels of air pollution in areas of concentrated urban and industrial development. A fully equipped chemical laboratory is used in conjunction with field equipment, which includes a mobile trailer unit for this work. The increasing industrialization of the province has made it necessary to expand this service very materially in the past couple of years.

Specific regulations for the control of air pollution were passed in 1961, these require Provincial 'approval' of all 'new sources' of air pollutants including industries and refuse incinerators.

### **Sanitary Engineering Laboratory**

This laboratory provides an analytical service to the Division in the air and water pollution control programs and for the assistance to local operators in the operation of water and sewage treatment units and public and semi-public swimming pools.

## **SOCIAL HYGIENE**

This Division deals with the treatment and control of venereal diseases.

The majority of syphilitic infections now reported are in the early infectious phases, but the blood testing of large sections of the populations continues to bring to light persons with syphilis acquired many years ago.

The number of cases of syphilis has decreased very markedly since the advent of penicillin in the 1940's. In spite of the improved picture, however, syphilis continues to constitute a problem and will do so until the last case is irradiated. To this end the Division carries out an intensive case finding program and vigorous educational campaigns in conjunction with the most modern treatment techniques.

Gonorrhoea, on the other hand, has not shown any marked reduction, although the incidence of this disease is lower today than it was a few years ago. This disease is not well reported, but a gratifying feature of the present day is the absence of complications in the spread of the disease to other organs. This is due to the use of modern drugs.

### **Diagnosis and Treatment**

Free clinics for the diagnosis and treatment of venereal disease are maintained at Edmonton, Calgary, and Lethbridge. Where patients are unable or unwilling to attend these clinics they can report to a private physician for the necessary care. The Division reimburses the doctor for his services and supplies all the necessary re-medication without charge. Consultation services of a specialist are provided, also without charge, for physicians who have cases of venereal disease under their care.

## **TUBERCULOSIS CONTROL**

### **Free Diagnostic and Treatment Services**

The Tuberculosis Act, 1936, provides free hospitalization, medical treatment and diagnostic services. Only pulmonary and other infectious cases were accepted, but on February 1st, 1949, the service was broadened to include all types of the disease.



## **Tuberculosis Patients' Hospitalization**

Sanatorium care, including hospitalization, medical services and all approved treatments are provided out of the General Revenue of the province, for any Alberta resident suffering from any form of active tuberculosis. This service includes all x-rays, drugs, laboratory services and other medications or surgical procedures found necessary in the treatment of this disease.

To be eligible for this free treatment a person must have resided in Alberta for at least twelve consecutive months during the twenty-four month period immediately preceding admission to the Sanatorium.

## **Prevention and Control**

Diagnostic clinics are held regularly at each Sanatorium in Edmonton and Calgary for the review of ex-sanatorium patients, contacts of known cases, referred patients from physicians, mass surveys etc.

Clinics are held at sixteen other strategic locations in the province for the same purpose, at varying intervals, and most of these are over one hundred miles from the main Sanatoria clinics.

Mobile x-ray and tuberculin testing teams carry on surveys of Health Unit areas, other districts and cities on a rotation basis. This type of screening service has been in operation since 1943 and the work is carried on with assistance from the Alberta Tuberculosis Association. The latter also operates free miniature screening chest x-ray units in the city halls of Edmonton, Calgary and Lethbridge, as well as one in the Health Unit building at Red Deer. The Attorney-General's Department has similar screening x-ray equipment in all the Correctional Institutions in the province. The x-rays are all interpreted and reported by Sanatoria or Division Medical staff.

Tuberculin testing of selected groups, such as school children, school personnel, food handlers etc., with chest x-rays of all reactors, is an excellent early detection program that is carried out by Medical Officers of Health and their staffs throughout the province.

B.C.G. vaccination against tuberculosis is carried out in high incidence areas only. This vaccination makes the person positive to the tuberculin test. However, since the numbers who have had B.C.G. vaccination are limited, the tuberculin test remains one of the most useful methods in early case detection in this province.

The incidence of tuberculosis has shown a gradual decline with the number of new active cases in the province decreasing. Some areas show increases at intervals, and these require concerted effort in screening and control measures as they arise. Some areas in the northern half of the province have small settlements which are difficult to reach but steps are being taken to improve the service to these people.

In 1955 there were 482 new active cases discovered; in 1960 there were 513 and in 1964 these numbered 317 cases, for a morbidity rate of 23.7 per 100,000 persons.

The death rate has declined more markedly from 19.3 per 100,000 in 1950 to 2.3 per 100,000 in 1964, and is much less a guide to the prevalence of the disease than the new active case rate.

New programs in early case detection are being developed to meet the needs of changing times and circumstances, in order to effect control of tuberculosis in the province as rapidly as possible.

## **VITAL STATISTICS**

The Division of Vital Statistics is responsible for the administration of The Vital Statistics Act and the Solemnization of Marriage Act.

### **Births, Marriages and Deaths**

The primary work of the Division of Vital Statistics is the collection and recording of information concerning births, marriages and deaths. The work of the Division is accomplished with the assistance of 170 District Registrars who collect the records and forward them weekly to the head office. Microfilm copies of these records are forwarded promptly to the Dominion Bureau of Statistics, Ottawa. Births are required to be registered within ten days, marriages within two days, and deaths forthwith and before burial takes place.

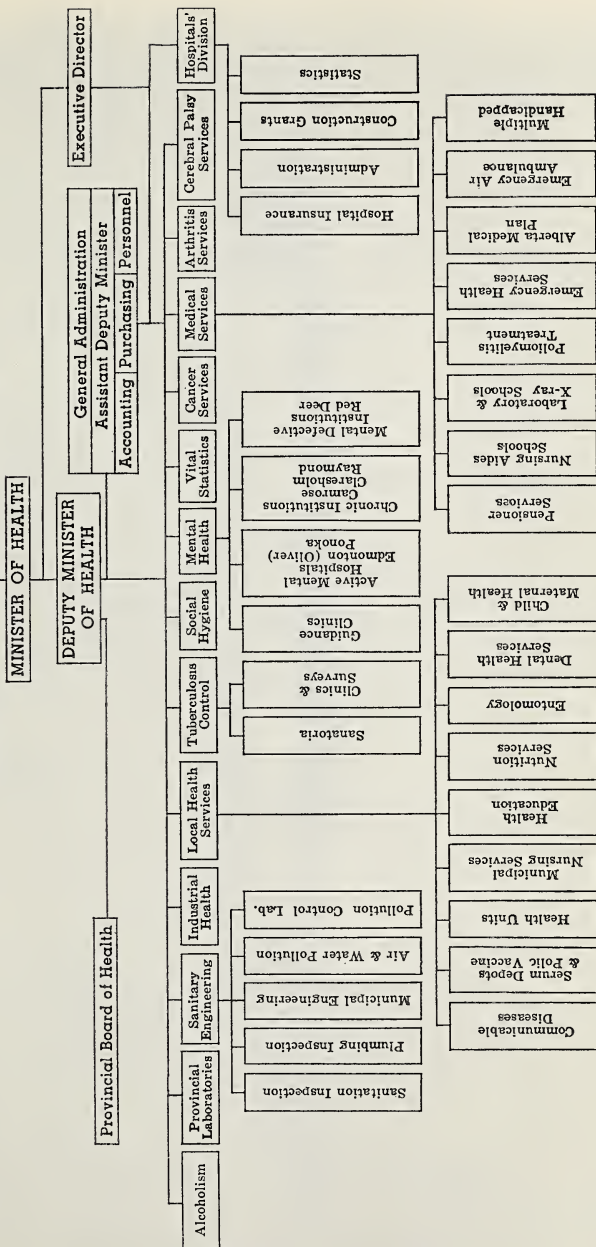
Marriage licenses are issued in more than 150 centres. The registered clergy of all denominations and marriage commissioners are issued with certificates of authority to perform marriages. A blood test is required before a marriage license is issued.

The Division of Vital Statistics also keeps records concerning changes of names, legitimation of births, adoptions, divorces and acts as a clearing house for the verification of events for social benefits.

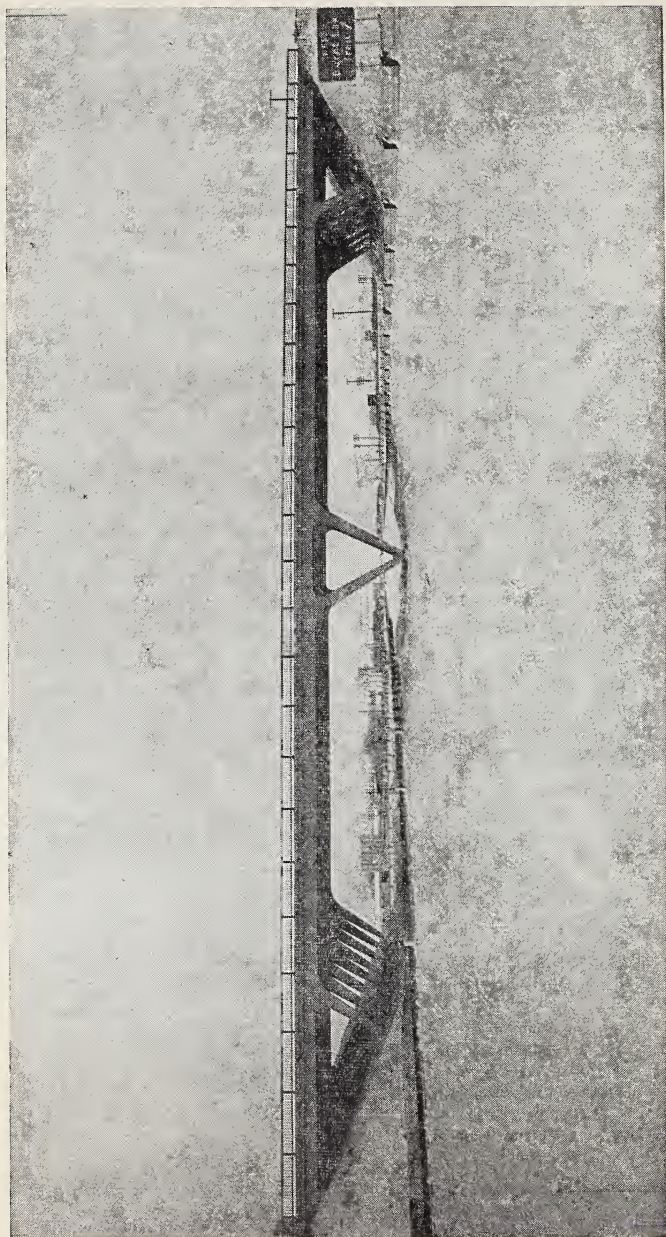
The division also keeps a registry of all cemeteries in the province, and those responsible for such cemeteries are required to report all interments.

# ORGANIZATION CHART—DEPARTMENT OF PUBLIC HEALTH

DIVISIONAL ORGANIZATION — JANUARY, 1966







**The Bridge Branch of the Department of Highways received a National Design Council Award of Excellence for this continuous welded steel frame overpass at the Red Deer turn-off on Highway #2.**

## THE DEPARTMENT OF HIGHWAYS

The making and maintenance of roads in Alberta, where there are such vast distances to cover and where the climatic extremes of winter and summer present many problems, is an expensive and difficult job. Operators of bus services, trucks, school vans and cars want better road surfaces; farmers and others who live in the country want more roads. All these are legitimate and justifiable requests, because our economic life depends largely on the maintenance of efficient means of transportation.

The construction and maintenance of main highways and the licensing and regulation of motor vehicles in Alberta are the responsibility of the Department of Highways.

The following officials are responsible for the work of this department:

Minister of Highways

Deputy Minister of Highways

Chief Engineer

Registrar, Motor Vehicle Branch and Chairman, Highway Traffic Board

Director, Surveys Branch

Chief Construction Engineer

Chief Planning Engineer

Chief Maintenance Engineer

Chief Bridge Engineer

Director of Highways Administration

Departmental Solicitor

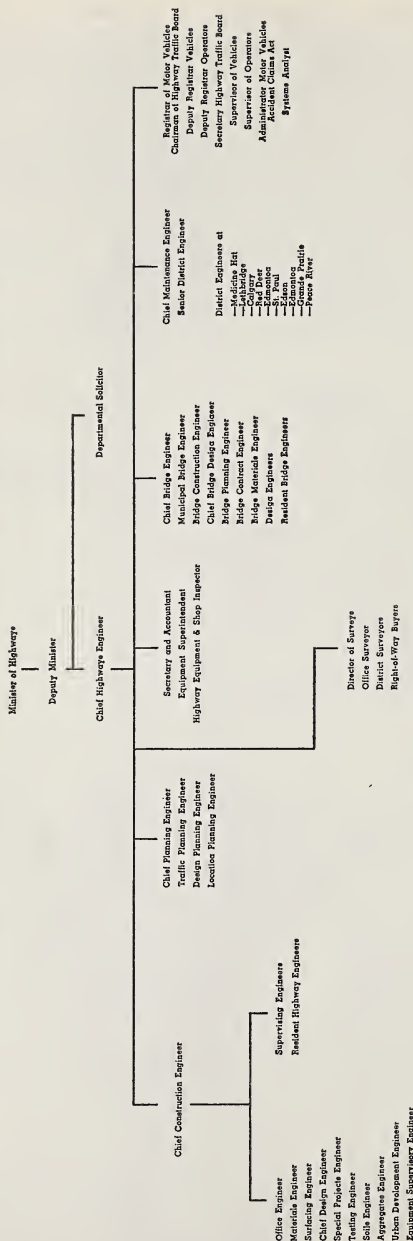
### Surveys Branch

This branch, established under Section 87a of the Alberta Surveys Act, administers the Alberta Surveys Act, the Water, Gas, Electric and Telephone Companies Act. It carries out legal surveys of land required for main highways and certain other roads and has direction over the execution of surveys required by an Act. It arranges for compensation for lands purchased from farmers or other owners and for damage to private property arising from highway construction. It prepares and maintains accurate maps of the province and plans of legal surveys performed for the Province. This office also processes permits for power transmission lines, water and sewer pipe lines and consumer gas lines outside of incorporated areas under authority of the Water, Gas, Electric and Telephone Companies Act.

### Planning Branch

The Planning Branch is responsible for the evolving of current and future plans for the Provincial highway system, classifying and inventorizing of highways, establishing construction and improvement program priorities; determining route locations and

# ORGANIZATION CHART-DEPARTMENT OF HIGHWAYS





geometric standards and co-ordination of highways work with that of other Provincial, Municipal and Federal agencies, in order to ensure the maximum return to Albertans for each dollar invested in highway development.

This Branch is currently co-ordinating rural transportation studies which will determine present and future needs for a Secondary road system in the Province.

The administration of the Controlled Highway Regulations in respect to sign board placement and development adjacent to highways, as well as those sections of The Pipe Line Act relating to pipeline crossings of highways and roads, is the responsibility of this Branch.

Railway crossing improvement priorities, highway illumination, sign design and conducting of research on safety and traffic operations is an important function of this Branch and is accomplished by processing and interpreting railway crossing inventories, traffic counts, accident data and related information.

### **Construction Branch**

This Branch is responsible for detailed engineering surveys, detailed planning, design, and construction of all main and secondary highways within the Province. In addition, the Branch undertakes all aspects of construction on access roads from highways to towns and villages, controls and administers the construction of joint Federal-Provincial programs involving the roads to resources and Trans Canada Highway developments to date; develops designs and is responsible for construction of main highway routes through towns, villages and hamlets; maintains engineering liaison and carries out a major portion of administration for joint programs qualifying work for Provincial support in the major cities; develops, constructs or supervises the construction of controlled access facilities along major highways; develops standards and procedures for pavement construction for the provincially supported municipal and county road construction.

The main and secondary highway system in Alberta, as of March, 1965, includes a total of 6,596 miles of which 4,348 miles are paved and 2,248 miles are gravelled. The total road system, including main and secondary highways and local roads, totals over 91,000 miles.

Recent highway construction has advanced rapidly into the field of freeway and expressway multi-lane construction including the necessary interchanges and related access control road facilities. This Branch is responsible for the development of construction processes employing a wide variety of soils and materials, and carries out extensive engineering work into the development of pavement structures, foundation evaluation, load carrying capacities, and provides the engineering direction for weight and load limit control throughout the seasons.

In 1965, the staff of this Branch included 18 Headquarters Staff Engineers, 43 Resident Highway Construction Engineers, and 41 Technical Assistants on field construction.

## **Maintenance Branch**

This Branch is responsible for the maintenance of Main and Secondary Highways, the maintenance of access roads to towns and villages, the construction and maintenance of District Highways and local roads in Improvement Districts, the supervision of the construction and maintenance of District Highways and local roads in Counties and Municipalities where assistance is given by Departmental grants and the construction, operation, and maintenance of ferries.

Maintenance duties on Provincial Main and Secondary Highways include the repairs to the surface of the Highways such as blading of gravelled highways and the patching of broken pavement, the maintenance of culvert installations and minor repairs to bridges, regravelling of the gravelled highways, re-painting pavement markings, the maintenance and replacement of Highways signing including Railway Crossing warning signs, snow removal on highways and the treatment of icy conditions to prevent accidents.

Alberta now has 11,768 miles of improved roads in Improvement Districts which are the direct responsibility of the Maintenance Branch and 62,800 miles of improved roads in Counties and Municipalities which are constructed and maintained partially with the assistance of Departmental grants, 75% of the cost of the construction of the approved roads being paid by the Department of Highways. The Maintenance Branch will operate, in 1966, 21 ferries with a total of some 45 men. The construction of bridges in the Province is materially reducing the number of ferries required. The Maintenance Branch has constructed and is maintaining 243 Wayside Campsites adjacent to Highways throughout the Province.

In addition to the duties detailed above, the Maintenance Branch assists the Traffic Planning Engineer in the administration of Control of Development adjacent to Highways. The Maintenance Branch is also required to assist the Director of Surveys regarding the cancellation of unnecessary surveys and the recommendation for Subdivision approvals and leasing of road allowances, etc.

The staff of the Maintenance Branch includes 3 Headquarter Staff Engineers, 10 District Engineers, and 9 Assistant District Engineers.

## **Bridge Branch**

This Branch is responsible for the management, design, construction and maintenance of all bridge structures on main and secondary highways, for the design, construction and re-construction of all bridge structures on local roads, for the design and construction of certain approach roads to bridges, and for the design, construction and maintenance of river training works in the vicinity of bridges.

There are approximately 10,000 bridges under the jurisdiction of the Branch. Of these, about 2,800 are large culverts, about 700

are steel bridges, about 2,200 are concrete structures and the remainder are of timber. Approximately 500 bridges are constructed or re-constructed each year. This work is carried out by contract awards or by 15 bridge crews who employ a force of about 180 throughout the year.

Staff includes 28 engineers employed both at headquarters and in the field.

### Motor Vehicle Branch

This Branch of the Department is charged with the administration of the Vehicles and Highway Traffic Act, the Motor Vehicle Accident Claims Act, the Public Service Vehicles Act, the Motor Vehicle Transport Act (Statutes of Canada) and certain sections of the other Acts pertaining to the sales of and liens upon motor vehicles. Within the provisions of these Acts, the Motor Vehicle Branch deals with the licensing, registration and regulation of all types of motor vehicles. It also provides for the examination, licensing and certification of motor vehicle operators, as well as for the registration of liens and encumbrances on motor vehicles through its Central Registry office. The Branch is responsible for recording and accounting for all revenues received from licenses of motor vehicles and operators, and for such permit and document fees as are assessable under the Acts, and for collection of fees toward the Accident Claims Fund and payment of claims out of this Fund. The Driver's Review Board of this Branch examines the operating record of all such persons as may require attention with respect to their driving habits.

Through the functions of the Highway Traffic Board and by virtue of the powers and duties assigned to such Board, under the Public Service Vehicles Act (Statutes of Alberta) and the Motor Vehicle Transport Act (Statutes of Canada), the Motor Vehicle Branch controls and regulates public and private freight and passenger carrying vehicles from the standpoint of safety, protection of highways and as a stabilizing factor in the public transportation industry.

Total registration figures in basic functions of the Branch for the year ending March 31, 1965 were as follows:

Passenger Cars .....	406,427
Motorcycles .....	7,824
Public Service & Commercial Vehicles .....	171,486
Dealers' Licenses .....	2,612
Trailers .....	43,066
Licensed Operators in the Province as of December 31, 1964 .....	702,250
Total Liens Registered by Central Registry as of December 31, 1964 .....	137,208
Operating Authorities issued Under Motor Vehicle Transport Act .....	588



## **Accounts Branch**

This branch is responsible for the passing, checking and proper compilation of all accounts passed for payment by the Department of Highways, and employs 52 people. This branch also records and prepares most of the official documents of the Department. The Accounts Branch is responsible for all the personnel of the Department, and works with the Public Service Commissioner's office on all the personnel matters. The purchasing and controlling of stock advance equipment and stock advance records are handled by this branch.

## **THE DEPARTMENT OF INDUSTRY AND DEVELOPMENT**

The Department of Industry and Development was constituted under the Industry and Development Act of September 1, 1959, with the prime purpose of encouraging the industrial and economic welfare of Alberta. To that end a number of Branches have been formed, each dealing with a specific area of economic development and control. The Act also provides for the appointment of Advisory Boards for the purpose of advising the Minister on matters concerning any trade in the Province.

Officials of the Department of Industry and Development are as follows:

- Minister of Industry and Development
- Deputy Minister of Industry and Development
- Director of Administration
- Director, Industrial Development and Immigration
- Director, Alberta Commercial Branch
- Supervisor, Co-operative Activities and Credit Unions
- Director, Licensing and Code Administration
- Chairman, Alberta Power Commission
- Director, Bureau of Statistics
- Director, Publicity and Advertising
- Director, Alberta Government Travel Bureau
- Director, Film and Photographic Branch
- Provincial Co-ordinator, Community Development

### **INDUSTRIAL DEVELOPMENT & IMMIGRATION BRANCH**

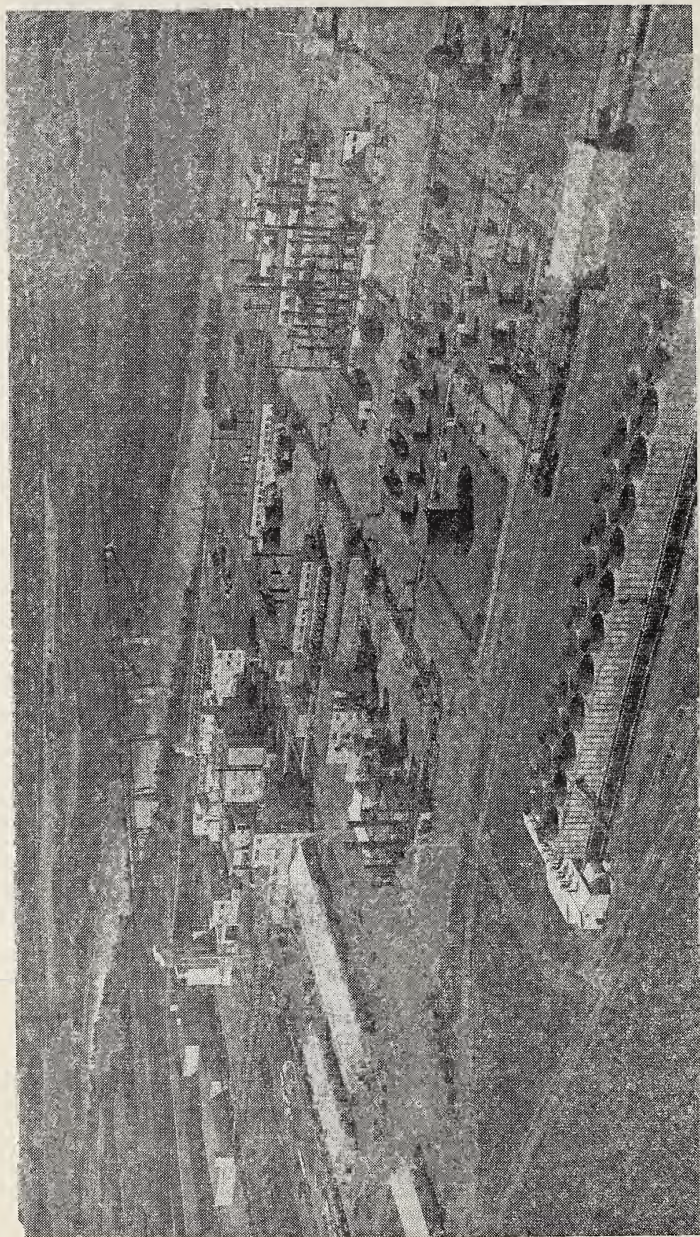
#### **Industrial Development:**

The work of the branch is to promote trade and encourage industry to locate in Alberta. This is accomplished through personal contacts with industrialists, the mailing of promotional literature and advertising. The Branch provides every possible assistance to industrialists interested in the establishment of new industries in the Province and assisting in the expansion of companies already located. The Branch encourages the formation of industrial committees within the various centres and supports the Alberta Industrial Development Board, made up of industrial commissioners and representatives from the key Alberta centres. The purpose of the Board is to further the development and interests of the Province as a whole.

#### **Immigration:**

The Immigration section of the Industrial Development Branch works closely with Alberta House in London, England, and the Federal Department of Citizenship and Immigration, on matters pertaining to immigrants coming to the Province. Assistance is also given to institutions, industry and Alberta centres in acquiring professional people and skilled workers.

The Branch maintains an office in Calgary located at Room 201, 514 - 11th Ave. S.W. A Branch in the United States located at 550 South Grand Avenue, Los Angeles, California 90017, and an office in Montreal at #1 Place Ville Marie, Montreal 2.



**This Canadian Chemical Company plant near Edmonton typifies the tremendous growth of industry in Alberta.**



## **THE ALBERTA COMMERCIAL CORPORATION**

Through its program of financial assistance to manufacturing businesses, the Alberta Commercial Corporation promotes the utilization of Alberta's rich manpower and raw material resources; and provides encouragement for the establishment and growth of industry in Alberta.

Three basic plans of financial assistance are available according to the requirements of the individual company:

Inventories of raw materials or standard component parts are purchased in quantity and stored for use as required by the client company. These are stored in secured, leased areas, usually on the companys' property, and are issued for cash payment at the time of each withdrawal.

Funds are available on the security of chattel mortgages on production equipment. Both new and used equipment can be considered and loan terms are established in each case with the nature of the equipment and the companys' situation in mind. Interest is charged at the rate of 9% per annum with no other charges being made.

Where comparable aid cannot be obtained through other sources and upon the provision of a formal appraisal of the property for mortgage purpose, funds can be made available on the security of a land mortgage at the rate of 7½% per annum.

## **THE ALBERTA COMMERCIAL BRANCH**

The Alberta Commercial Branch is responsible for the disposal of surplus Government equipment by advertising and securing tenders. Automobiles, road and construction equipment, office machines, wire fencing and pack horse frames, are only a few of the long list of items that the Branch has been called upon to sell. The Branch's objective is to obtain the best possible price on the open market for materials and equipment that are surplus or replaced by Government departments.

### **Co-operative Activities and Credit Union Branch**

This Branch administers several Acts, the most important of which are the following:

The Co-operative Associations Act

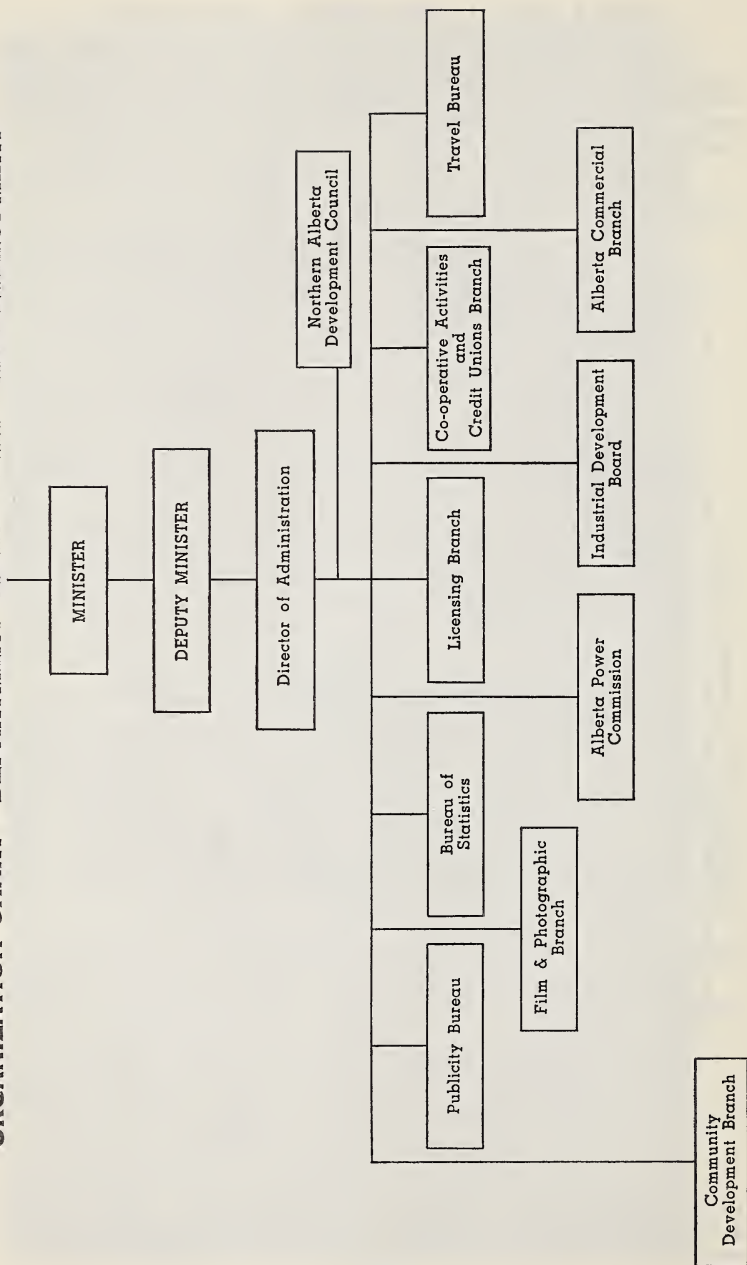
The Credit Union Act

The Rural Electrification Revolving Fund Act

The Rural Electrification Long Term Financing Act

Under The Co-operative Associations Act co-operatives can be incorporated for any legitimate consumer, producer, marketing, or service endeavor. In addition, co-operatives set up for purposes such as electrification of rural areas, can borrow funds from the

# ORGANIZATION CHART — DEPARTMENT OF INDUSTRY AND DEVELOPMENT



Provincial Treasury under the provisions of the Revolving Fund Act and the Long Term Financing Act, to finance construction of farm power lines.

Other types of co-operatives may be granted the guarantee of the Provincial Treasurer on borrowings from Banks or Treasury Branches to provide financial assistance to enable them to purchase plant and equipment or machinery. There are certain restrictions as to type and purpose, and full details may be obtained from the Co-operative Activities and Credit Union Branch. Credit Unions set up to provide groups which have a common bond of association with the facilities to save money and provide a source of credit for themselves have made great headway. Credit union operations are supervised by Branch Examiners to ensure that the requirements under The Credit Union Act are carried out.

### **Alberta Power Commission**

The Alberta Power Commission was established in 1944 to inquire into the question of farm electrification. The Commission is continually investigating potential power sites in many parts of the Province. One of its functions is to examine and approve all electrical distribution plans, whether for farm or main transmission lines, before construction may begin.

### **Bureau of Statistics**

The function of the Bureau is to compile accurate statistical information for use of the Provincial Government and others. The collection and compilation of statistics is of value not only to the various departments of government but also to the public who find the facilities of the Bureau an important source of information.

### **Licensing and Code Administration**

Businesses are licensed in Alberta with a view to maintaining ethical business practices, regulating special sales and eliminating misrepresentation of cost and sale prices. With the same objectives in view, Codes have been formulated for the retail and wholesale trades and the automotive industry.

### **Publicity Bureau**

Although attached to the Department of Industry and Development, the Publicity Bureau Administers all publicity and advertising activities on behalf of all departments of the government.

In accomplishing this, the Bureau prepares and distributes news releases, feature story material to various media, assists writers in obtaining their story material about provincial activities, and publishes five different periodicals that are distributed free of charge within and without the province.

The Bureau prepares, schedules and administers all forms of advertising for the government department, as well as organizing



and arranging for various forms of government exhibits and displays at major public functions.

An important aspect of the Bureau's responsibility is the preparation of, contracting for and supervision of production of many types of promotional printing for the government, ranging from road maps to school publications.

Government officials are kept aware of editorial comment and report through the services of a Clipping Service operated in the Publicity Bureau.

## **Travel Bureau**

The Alberta Government Travel Bureau promotes tourist traffic to Alberta and encourages high standards of courtesy and service in accommodations, catering, and other facilities for the benefit of visitors to the province. Increased tourist traffic is promoted by advertisements in magazines and newspapers throughout the continent, colorful pamphlets, posters, maps, accommodation guides, motion pictures, radio and television talks and features, lectures before chambers of commerce and other interested groups.

The bureau services over one hundred thousand direct mail inquiries about Alberta each year and maintains displays and information booths at sports and travel shows throughout Canada and the United States. Operators of tourist accommodation are assisted in their problems, and employee training in courtesy and service is sponsored by the bureau and it also classifies motel accommodation.

In co-operation with the Alberta Tourist Association the bureau maintains close liaison with the industry and assists in the staffing and operation of several information centres. The bureau maintains a year round information service at their office in Room 331, Highways Building, Edmonton. Summer offices are maintained at St. Mary's, Montana and Hope, British Columbia. In addition, Alberta government offices in Montreal, Los Angeles and London are equipped to handle tourist inquiries and distribute travel literature.

## **Film and Photographic Branch**

This is a service branch preparing all types of illustrative materials; photos, displays, and motion pictures to be used by the various departments of government in their promotional and educational programs.

Facilities include up-to-date darkrooms for the production of both colour and black and white prints; accoustically treated studios for television sound on film interviews and complete recording and cutting rooms for documentary motion pictures. The branch is also equipped with a modern art room capable of producing all types of still visual materials.

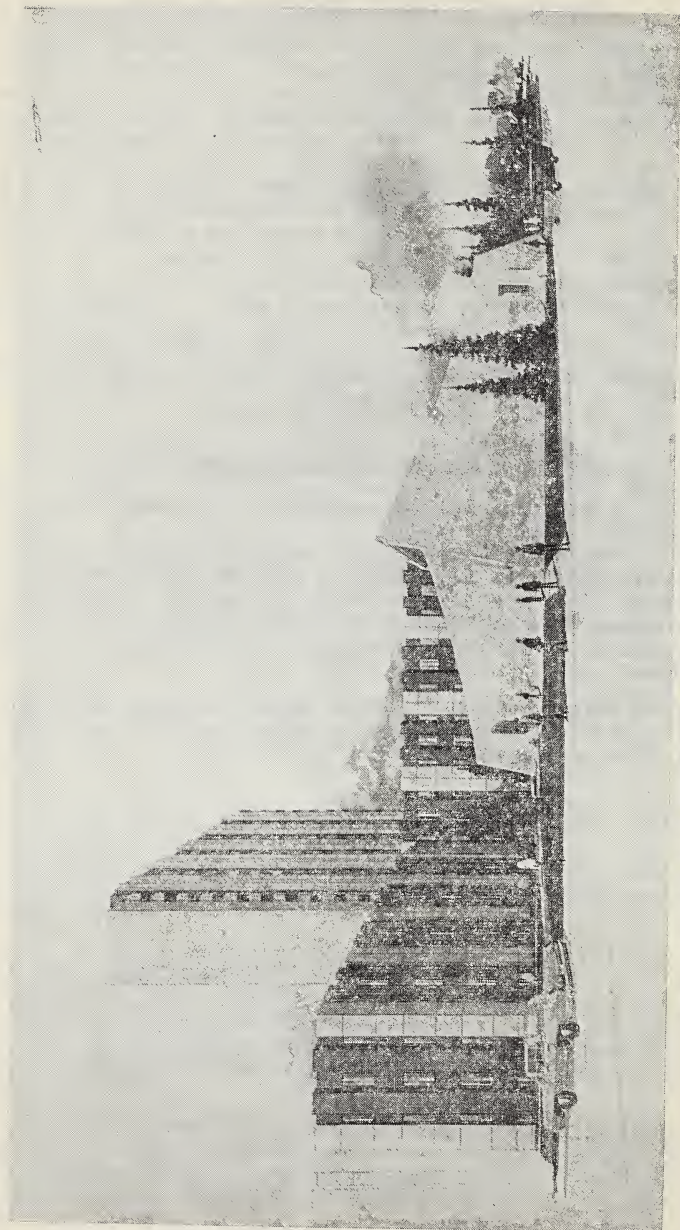
## **COMMUNITY DEVELOPMENT BRANCH**

Restoration of independence and community pride to Alberta's Indian and Metis is the main concern of the Community Development Branch. It is the branch's responsibility to assist these people in re-establishing themselves as active and self-supporting members of society. The branch operates on the premises that there are no people who are not concerned about their own conditions; no people who will not act in their own self-interest; and that, if there are people unable or unwilling to help themselves it is due to a lack in certain skills or knowledge which has balked their efforts for so long they have become disillusioned. Community Development attempts to implant the desire to attain the skills and knowledge which are lacking, and to offer the opportunity to acquire them. Primary job of the branch is to assist people to see the need for organization and to help them organize. The branch acts as a guide rather than a leader, seeking out local leadership and attempting to activate it.

## **NORTHERN ALBERTA DEVELOPMENT COUNCIL**

The Council has the responsibility of fostering increased economic and social development in those areas of the province north of the 55th parallel. This is accomplished through initiating new developments, co-ordinating and assisting existing programs undertaken by independent organizations, and by recommending to the provincial government various measures which may hasten the expansion of industrial, educational, transportation and other facilities.

Administration for the Northern Alberta Development Council is handled by the Alberta Department of Industry and Development.



**Henry Marshall Tory Building (Social Sciences), University of Alberta, Edmonton.**



## DEPARTMENT OF PUBLIC WORKS

The Department of Public Works is required to provide suitable accommodation and the necessary furnishing and equipment to all Departments of the Government so that the Departments may carry out the various functions required of them. Such accommodation is provided in buildings rented, purchased or constructed by the Department of Public Works.

The chief officials of the Department are:

Minister of Public Works  
Deputy Minister of Public Works  
Assistant to the Deputy Minister of Public Works  
Chief Architect  
Chief Engineer  
Construction Superintendent  
Mechanical Superintendent  
Administrative Accountant  
Maintenance Superintendent  
Co-Ordinator of Capital Works  
Property Administrator.

The buildings constructed under the direction of the Department of Public Works rank among some of the finest in Alberta; for example, the Legislative Building in Edmonton which incorporates the older order of design commonly employed in the construction of legislative buildings throughout the Dominion. A picture of this building is shown on the frontispiece of this booklet.

During recent years a number of buildings of contemporary design have been erected under the direction of this Department. These modern buildings have a simplicity of exterior design without the ornamentation that is shown on the Legislative Building. The architects who designed these buildings considered primarily the occupational requirements of the buildings and then prepared their designs accordingly.

To appreciate the work that must be done to erect a large building it must be realized that:

1. A desirable site with available services must be selected.
2. This site must be purchased at a reasonable cost.
3. Preliminary design sketches must be prepared to correlate occupational requirements with architectural design.
4. Working drawings must be prepared to ensure co-ordination of architectural, mechanical and electrical work. Blueprints are made from these drawings.
5. Specifications showing materials and their applications in detail, which cannot be illustrated on working drawings, must be prepared so that contractors may bid intelligently on the work.
6. Advertisements are placed in newspapers calling for tenders on each individual contract.

7. The tenders are received and opened at a specified time and date and the contract is awarded to the lowest bidder, if his tender meets the requirements of the specifications.
8. Continual inspection and supervision of the work is carried on. This involves interpretations of drawings and design and is done whether the building is being built by contractors or by the Maintenance staff of this Department.
9. Following completion of the building a close inspection is made and the Department acknowledges acceptance of the building.

In addition to the Homes for the Aged as listed hereunder, the major construction projects undertaken by this Department during recent years are shown.

## **HOMES FOR THE AGED**

### **Constructed under the supervision of the Department of Public Works**

- 1960 Innisfail, Berwyn, Drumheller, Bow Island, Westlock, Ponoka, Athabasca, Bonnyville, Camrose, High River, Lethbridge, Rocky Mountain House, Spirit River, Stony Plain, Three Hills, Wetaskiwin, Brooks, Edson, Fort Macleod, High Prairie, Lacombe, Mayerthorpe, Medicine Hat, Olds, Pincher Creek, Raymond, Stettler, St. Paul, Vermilion, Viking.
- 1961 Barrhead, Lloydminster.
- 1962 Elmwood, Jasper Place, Edmonton—Belvedere, McQueen, Rosslyn, Sherwood Park, Legal, Vegreville.
- 1963 Calgary—Bow Valley, Jacques Site, Castor, Leduc, Provost, Smoky Lake, Strathmore, Taber, Edmonton—Ottewell, Hanna, Lethbridge—Site #2, Vulcan.
- 1964 Calgary—Elbow Valley.

## **MAJOR CONSTRUCTION PROJECTS**

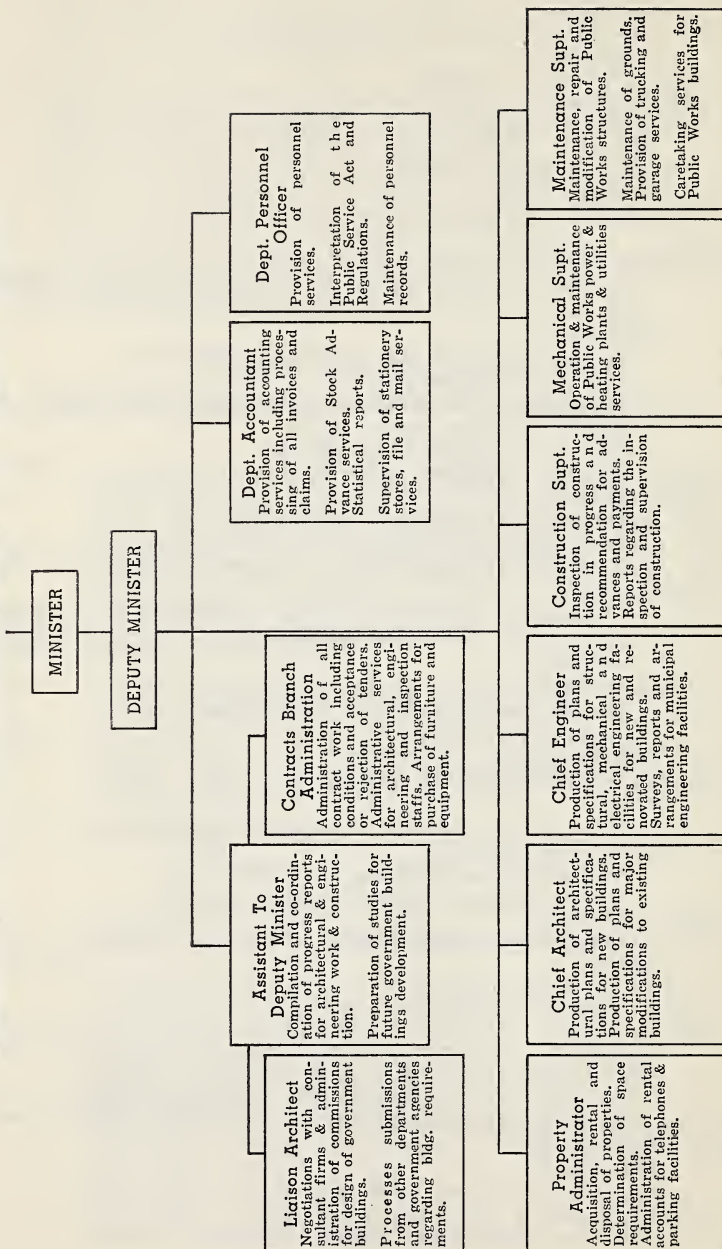
### **Built under the supervision of the Department of Public Works**

- 1960 Red Deer:  
—Alberta School Hospital; One Staff Residence. Deerhome Institution—Administration Building.
- Ponoka:  
—Alberta Hospital—Two Staff Residences.
- Edmonton:  
—University of Alberta—Physics-Chemistry-Mathematics Building. University of Alberta—Addition to Engineering Building.
- Calgary:  
—University of Alberta—Arts and Education Building. Science and Engineering Building.

- Claresholm:  
 —Alberta Hospital—Services Building.  
 Barrhead:  
 —Provincial Building.  
 Camrose:  
 —Provincial Building.  
 Hinton:  
 —Forest Ranger School.  
 Lacombe:  
 —Regional Library.
- 1961 Red Deer:  
 —Deerhome Institution—Male Staff Residence Dormitory #5.  
 Edmonton:  
 —University of Alberta—President's Residence.  
 Addition to Power Plant.  
 —Laundry and Maintenance Building, University Hospital.  
 Terrace Building.  
 Addition to Single Men's Hostel.  
 Treasury Branch—Jasper Place.  
 Calgary:  
 —University of Alberta—Gymnasium.  
 Provincial Court House.  
 "D" Shops Building, Southern Alberta Institute of Technology.  
 Gymnasium, Southern Alberta Institute of Technology.  
 Addition and Alterations to Oil & Gas Conservation Board Building.  
 Claresholm:  
 —Alberta Hospital,—Infirmary Building.  
 Dormitory Building #2.  
 Lethbridge:  
 —Administration Building.  
 Olds:  
 —Plant Science Building—School of Agriculture.  
 Fort Saskatchewan:  
 —Administration Building, Provincial Gaol.
- 1961 Bonnyville:  
 —Additions and Alterations to Provincial Building.  
 Edson:  
 —Provincial Building.
- 1962 Red Deer:  
 —Deerhome Institution—Recreation and Therapy Building.  
 Edmonton:  
 —University of Alberta—Health Services Building.  
 Northern Alberta Institute of Technology, Phase I and Phase II.  
 Claresholm:  
 —Alberta Hospital—Dormitory Building #4.  
 Fairview:  
 —Prefabricated Steel Building, Community College.



# ORGANIZATION CHART-DEPARTMENT OF PUBLIC WORKS



- 1963 Red Deer:  
 —Alberta School Hospital—Addition to School House.  
 Ponoka:  
 —Alberta Hospital—Administration and Reception Building.  
 Edmonton:  
 —University of Alberta—Van De Graaf Building.  
 Nuclear Research Centre.  
 Library Building.  
 Education Building.  
 Structural Engineering Laboratory.  
 Northern Alberta Institute of Technology—Phase III.  
 Pineview Home—Jasper Place.  
 Calgary:  
 —University of Alberta—Library Building.
- 1964 Calgary:  
 —University of Alberta—Calgary Hall.  
 Engineering Complex.  
 Sciences Complex.  
 Edmonton:  
 —University of Alberta—Household Economics Building.  
 Addition to Provincial Laboratory of Public Health.  
 Red Deer:  
 —Alberta School Hospital—Services Building.

In addition to the work of constructing new buildings, the Department is required to maintain and service existing buildings. The maintenance and servicing of these buildings requires the services of a large group of men of assorted technical skills. Carpenters, plumbers, electricians and other tradesmen keep these buildings in good repair. Gardeners maintain the surrounding grounds which are quite extensive in some areas, such as Mental Institutions, the Hospitals and the Southern Alberta Institute of Technology at Calgary. Caretakers keep buildings clean, men operate the elevators and watchmen guard the buildings at night.

A group of engineers, firemen and tradesmen working under the direction of the Mechanical Superintendent is responsible for the supply of electrical power, heat, water and sewage disposal at the eighteen largest institutions. These men also design, install and maintain the special equipment necessary. These Institutions are:

Baker Memorial Sanatorium.....	Keith
Southern Alberta Institute of Technology.....	Calgary
Alberta Hospital.....	Claresholm
Public Works South Power Plant.....	Edmonton
Legislative Buildings.....	Edmonton
Provincial Jail.....	Fort Saskatchewan
Provincial Jail.....	Lethbridge
Alberta Hospital.....	Oliver

Alberta Hospital.....	Ponoka
Alberta School Hospital.....	Red Deer
Deerhome Institution.....	Red Deer
Bowden Institution.....	Bowden
Provincial Jail.....	Calgary
Rosehaven Home.....	Camrose
Belmont Rehabilitation Centre.....	Belmont
Alberta Institution for Girls.....	Belmont
Northern Alberta Institute of Technology.....	Edmonton

At some of these Institutions mechanical equipment, such as milking, laundry and kitchen equipment, is also maintained and kept in good repair by this staff. The utilities and maintenance servicing of a large Institution is comparable to the operation of a town of two to three thousand people.

The Department also has a number of other functions, including the arrangements for the installation and rental of telephones, and when required, the buying and leasing of lands for building sites.

A large modern garage, located on the ground floor of the Terrace Building in Edmonton, services the automobile fleet of the Government.

As the Provincial Government of Alberta does not pay property taxes other than local improvement taxes, the Department of Public Works is responsible for paying grants in lieu of property taxes under the Crown Property Municipal Grants Act.

The Department is also responsible for paying grants toward the cost of construction of Swimming Pools when built by Municipalities of not more than ten thousand population.



## DEPARTMENT OF LABOUR

The Department of Labour was created September 1, 1959, as the result of the division of responsibilities of the former Department of Industry and Labour. The Minister of Labour, through his department, is responsible for the orderly administration of all regulations designed to provide proper working conditions and adequate levels of pay. Through trades qualification regulations, certified skilled workers are given opportunity to earn higher incomes and at the same time assurance is given employers they are hiring qualified personnel.

### Board of Industrial Relations

The Board of Industrial Relations administers The Alberta Labour Act, which applies to all employees and employers except persons who are municipal constables, farm labourers or domestic servants in private homes. Under the provisions of this Act, the Board has jurisdiction over minimum wage payments, and other conditions of work affecting the welfare of the workers of the Province.

The Act also contains provisions for industries to establish their own hours of work, minimum wages, holidays with pay, and working conditions by mutual agreement of employees and employers within the industry. However, the conditions thus mutually agreed upon cannot be less favourable than those set out in the Act.

The Act also grants to labour full collective bargaining rights and provides the procedure for the settlement of disputes through negotiation, conciliation and arbitration.

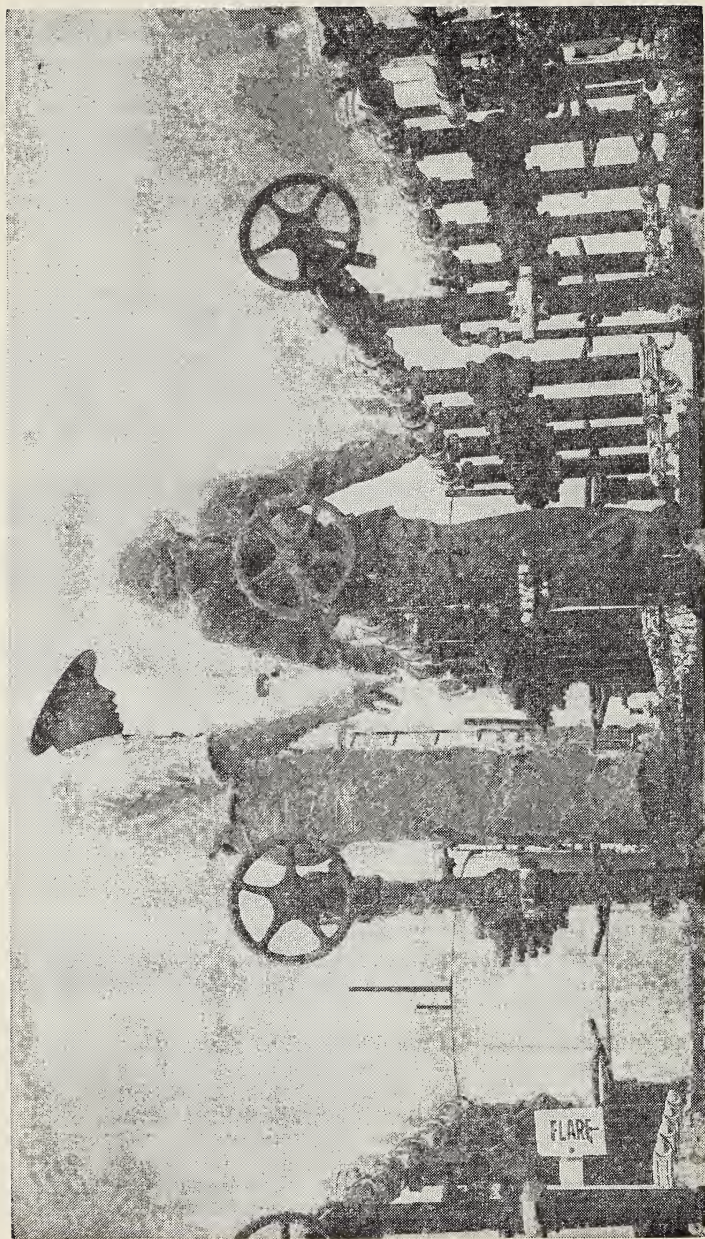
The Board also administers The Industrial Wage Security Act, which applies to the lumbering and coal mining industries. In these industries an employer must deposit with the Minister sufficient security to cover his highest monthly payroll in the year. In this manner an employee is guaranteed one month's wage in the event that his employer finds himself unable to meet his payroll.

### The Apprenticeship and Tradesmen's Qualification Branch

The Apprenticeship and Tradesmen's Qualification Branch administers four Provincial statutes. They are, the Apprenticeship Act, the Tradesmen's Qualification Act, the Welding Act and the Certified Dental Mechanics Act.

The Apprenticeship Act provides for the designation of trades for training purposes and for the training of apprentices in trades so designated. The Act was passed by the legislature in 1944. By 1965 some 30 trades had been designated for training.

The Tradesmen's Qualification Act requires the workers in a trade designated under the Act to either have Certificates of Proficiency or be registered as apprentices. The trades to which this legislation applies are generally ones where matters of health and safety for workers and for the public are most important. In pro-



Factories Branch inspectors of the Department of Labour ensure safe working conditions in the Province.



hibiting unqualified persons from doing this kind of trade work, the Act also provides some protection for the tradesmen who put forth the effort to become fully qualified. The trades designated under the Tradesmen's Qualification Act are: Construction Electrician, Plumber, Steamfitter, Gasfitter, Motor Mechanic, Auto Body Mechanic, Radio Technician, Refrigeration Mechanic, Heavy Duty Mechanic, Sheet Metal Mechanic, Barber and Beautician. Of these, all are designated under the Apprenticeship Act with the exception of Barber and Beautician. For these two trades, the Tradesmen's Qualification Act provides for Apprentice Certificates.

The Welding Act applies specifically to the trade of the Welder. It requires welding to be performed by certificated welders and registered apprentices. This control helps to assure the safe operation of welding equipment and safety in all of those things that are fabricated by welding.

The Certified Dental Mechanics Act provides for the certification of qualified Dental Mechanics and for the training of students. It also imposes regulations on the work of Dental Mechanics to protect the health of the public.

### **Gas Protection Branch**

The administration of The Gas Protection Act is the responsibility of this branch. The Act provides for the protection of the public from injury and property damage resulting from the use, transmission, and distribution of gas including liquified petroleum.

### **Boilers Branch**

This branch is charged with the administration of The Boilers and Pressure Vessels Act, which provides for the survey and approval of the designs of all pressure vessels which are to be used in the Province, and for actual inspections of these. Inspections are carried out during construction of pressure vessels and at periodic intervals after installation to ensure safe operation. Primary purpose of the branch is to assure the safeguarding of life and property.

The Boilers Branch also holds examinations and issues certificates establishing the qualifications of Engineers, Firemen and Welders, in order to maintain competent personnel in these occupations.

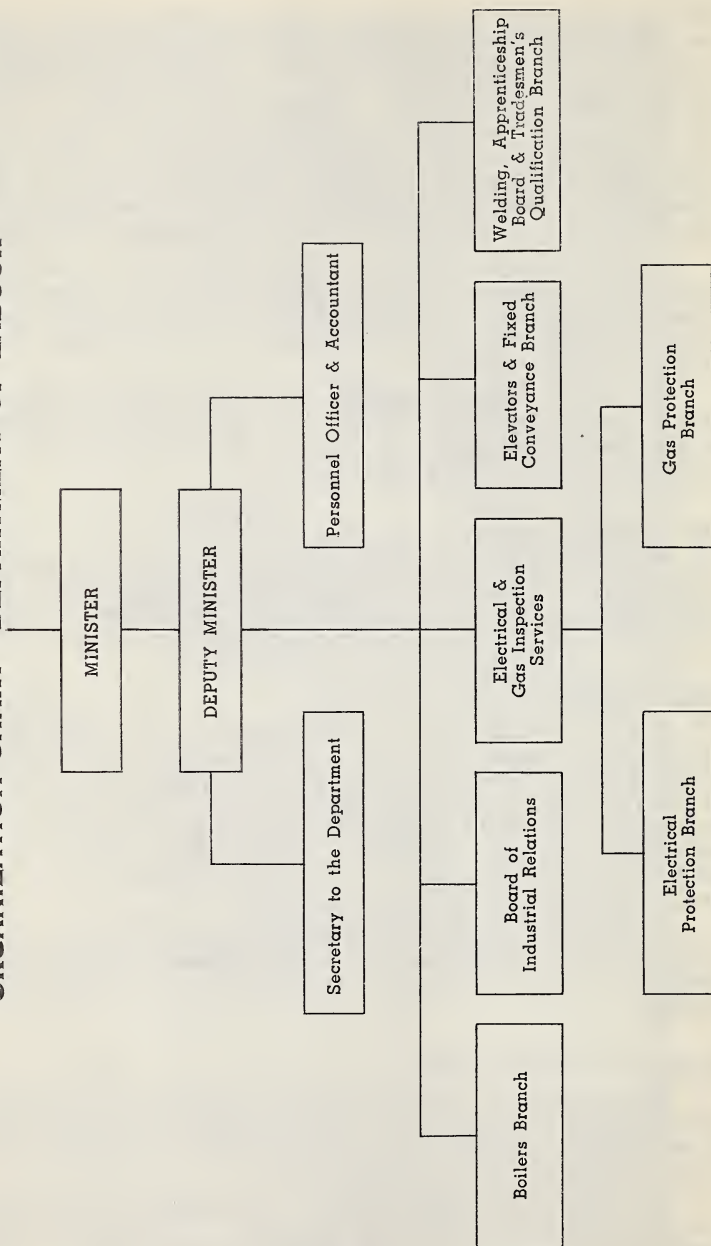
### **Electrical Protection Branch**

The purpose of the Electrical Protection Branch is to administer The Electrical Protection Act which establishes essential safety requirements and minimum standards for the prevention of fire hazards and injury to persons or property.

Regulations under the Act govern the acceptance, installation and maintenance of materials and equipment required in the production, distribution and use of electrical energy for light, heat



# ORGANIZATION CHART — DEPARTMENT OF LABOUR



and power and inspection of same in accordance with Canadian Standards Association requirements.

Provision is also made under the Act for non-categorised electrical equipment to be submitted to the C.S.A. testing laboratories or Electrical Protection Branch inspection staff for approval.

### **Elevators and Fixed Conveyances Branch**

The Elevators and Fixed Conveyances Act is designed to ensure the safety of passenger carrying devices such as elevators, escalators, speed ramps, speed belts, ski tows, etc. as well as dumb-waiters and freight elevators to protect both workers and members of the public from accidents.

## DEPARTMENT OF LANDS AND FORESTS

It was in 1930, when the Dominion Government handed over to the Alberta Provincial Government the administration of the natural resources of the Province, that the Department of Lands and Mines came into being. With the development of these natural resources the volume of work for this department reached a point in 1948 where it was considered necessary by the Alberta government to create two new departments. Hence on March 31, 1949, the Department of Lands and Mines ceased to exist and on April 1, 1949, two new departments, the Department of Lands and Forests and the Department of Mines and Minerals, took its place.

The chief officials of the Department of Lands and Forests are:

- Minister of Lands and Forests
- Deputy Minister of Lands and Forests
- Departmental Solicitor
- Director of Lands
- Director of Forestry
- Director of Fish and Wildlife
- Director of Technical Division
- Provincial Parks Commissioner
- Administrative Accountant
- Registrar.

### Lands Division

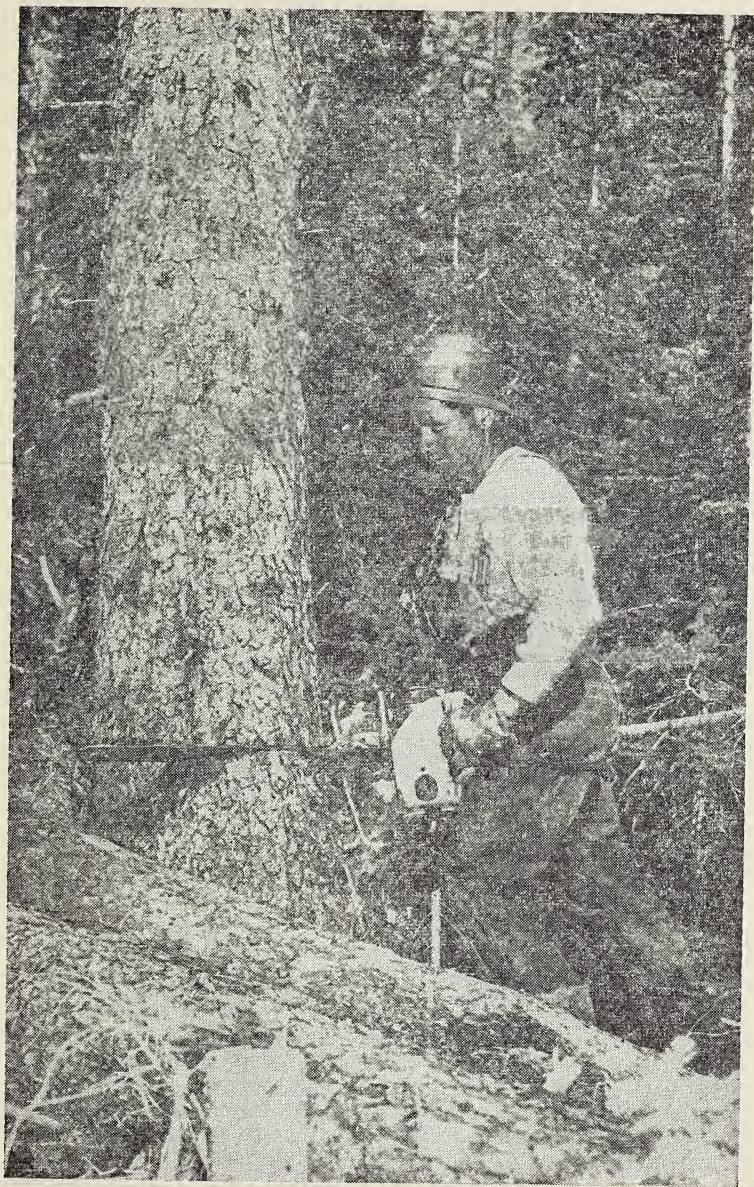
The Lands Division of this Department, through the Director of Lands, Edmonton, Office of Information at Calgary and sub-Agency Offices at other points throughout the Province, disposes of public lands by long-term leases such as Homestead Leases, Cultivation Leases, Grazing Leases, issues annual permits and conducts land sales.

The granting of homesteads was discontinued in 1939 and in its place Homestead Lease and Sale regulations were established. The Government of Alberta took this step to protect settlers and to assist them in establishing themselves on the land, for under the old Homestead regulations many settlers became burdened with taxes and eventually lost their homesteads. The granting of homestead leases terminated in April 1964. Under homestead sales, residence duties, formerly applied to homestead leases, are now required. The terms of the Homestead Sales are favorable to the purchaser and assist him to become established on agricultural land at minimum cost. The homesteader's duties include residence on or near the land leased and the preparing of a certain acreage of crop each year.

Before public lands are leased they are classified to determine the best use for which they are suited. All leases require that the land be utilized in accordance with good agricultural practice.

In the southern areas of the province lands classified as unsuitable for cultivation are leased under long term grazing lease regulations and such lands are not offered for sale.





**Alberta's abundant forests provide an important source of revenue to the Provincial economy.**

Community pastures are encouraged and 72 are now being operated successfully by the local farm organizations. Ten are being operated by the Department.

Approximately 4.2 million acres of land are held under grazing lease, or permit, by nearly 4,300 individuals.

### **Fish and Wildlife Division**

This division, under the Director of Fish and Wildlife, is concerned with the conservation and administration of Alberta's fish and wildlife, and is further broken down into two sub-divisions, one Fish and the other Wildlife. Fisheries research and management, including the operation of a fish hatchery and rearing ponds, is supervised by the chief fishery biologist. His staff is composed of professional biologists and their assistants. Wildlife research and control is organized in an identical fashion, also under a chief biologist. Angling and hunting harvests are regulated by the Division each year in response to known resource conditions and anticipated sport needs. Control measures supported by government acts and regulations are enforced by fish and wildlife officers, over 60 in number, with some assistance from the R.C.M.P. and Inspection Service Officers of the provincial Attorney General's Department.

The Division operates a fish hatchery at Calgary, with rearing ponds at Raven. Streams, lakes and ponds are stocked with fish to supply sport to fishermen in all parts of the province. Commercial fishing is an important industry. Our lakes produce nine to twelve million pounds of the finest whitefish, pickerel and other species every year for export to the United States and also for local consumption.

A pheasant farm is operated by the Division at Brooks, where approximately 5,000 pheasants are raised each year for release in suitable areas of the province selected by Government biologists.

### **Forestry Division**

The forested area of the province which amounts to 150,000 square miles is supervised by this division.

The forested area of the Province is divided into 11 "Forests" with headquarters at Peace River, Grande Prairie, Slave Lake, Footner Lake, Athabasca, Lac la Biche, Whitecourt, Edson, Rocky Mountain House, Calgary and Blairmore. The last three are headquarters of the three forests making up the area known as the Rocky Mountains Forest Reserve, comprising 8,953 square miles. This area is administered under an agreement signed on July 7, 1947, by the Federal and Provincial Governments. The Eastern Rockies Forest Conservation Board makes policy recommendations in the area and the Province is responsible for the administration.

Each Forest is staffed with a Superintendent, one or two fire control officers, a professional forester, construction and mechanical supervisors, office staff, rangers, assistant rangers, lookout men



and casual laborers employed for new construction and maintenance of lookout towers, roads, building and other works.

Persons wishing to secure timber either under a miscellaneous permit, a special timber permit, or a licensed timber berth should apply to their nearest Forest office.

The forest ranger staff is the backbone of the forest service and their most important duty is protection of forests from fire. In this work they expect and must have the whole-hearted co-operation of the public living or travelling in or near the forested area.

Some fires are caused by lightning but up to 80% of fires may be caused by careless people. These people by their citizenship are the owners of our forest wealth. Campers become careless with campfires or the disposal of smoking materials; settlers become careless in disposing of brush from clearing operations. In certain regions of the Province permits must be obtained from the nearest forest officer and the necessary safeguards be taken before brush may be burned between April 1 and November 30th in each year.

The control of forest fires requires the construction and maintenance of a network of lookout towers on high points, roads, and trails leading into the forest, radio communication equipment, telephone lines and all types of fire-fighting equipment. Men must be trained to act as foremen to control the activities of the fire crew under the guidance of the ranger. Speed is the keynote of fire fighting. The Department now owns three helicopters and three fixed wing aircraft for fire detection and extinguishing. Other aircraft are leased and chartered as required.

The amount of timber cut for lumber and other products has increased steadily since the transfer of the Natural Resources to the Province in 1930. At that time only 50 million feet board measure of timber was produced. In 1962 the production reached 340 million feet board measure.

Three poplar plywood plants are now in operation in the Province. Most of the poplar peeler logs required for these plants are cut on Crown lands.

A pulp and paper mill is in production at Hinton. The pulp company has been granted a pulpwood lease of three thousand square miles and an additional three thousand square miles has been set aside for fourteen years as a provisional reserve.

In 1949, a contract was awarded to a private firm for aerial photography of the whole Province for the preparation of planimetric maps. In addition, the entire forested area south of the 57th parallel outside of the Rocky Mountains forest Reserve was to be photographed from the air for the purpose of preparing a forest inventory, together with forest cover maps. This work has now been completed. The Department continued the forest inventory north of the 57th parallel and completed it in 1956. An inventory of the Rocky Mountains Forest Reserve also has now been completed.



Sustained yield use of our forest resources is an important objective of this Division and preliminary cutting plans have been prepared for each ranger district. The amount of timber to be offered for sale in the future will be governed by these cutting plans so as to assure a sustained yield of our timber resources. A quota system for the sale of timber was introduced in April 1966.

The whole of the forested area of the province has been allotted by registered lines or areas to the trappers of the Province. Of the 3,000 registered trappers approximately one-third are Indians. Many of the others are Metis.

Most big game hunting is confined to the forested area of the province. The Forest Service and the Fish and Wildlife Branch jointly supervise most of this hunting along with the supervision of registered traplines and angling in the area.

### Technical Division

Plans of surveys are recorded, and legal metes and bounds descriptions, plans, and sketches are prepared for the disposal of our natural resources by Notifications, Leases, Permits, Licenses, etc. in accordance with the provisions of the Public Lands Act. A complete set of plans of the whole of the Province has been prepared and is kept up showing the changing dispositions of the lands from day to day so that a bird's-eye-view may be obtained of the extent of the disposal of the resources. Vast areas of the Province are still unsurveyed and from time to time new surveys are made of desirable agricultural land.

Maps, plans of survey and aerial photographs all are distributed through this branch. Among its records are sectional and topographical maps of Alberta, more than 250,000 aerial photographs, and records for the legal description of all lands in Alberta.

Aerial photographs are available, to the public, of the entire province on the scale of 3,333 feet to 1 inch and of a portion of the province on a scale of 1,320 feet to 1 inch.

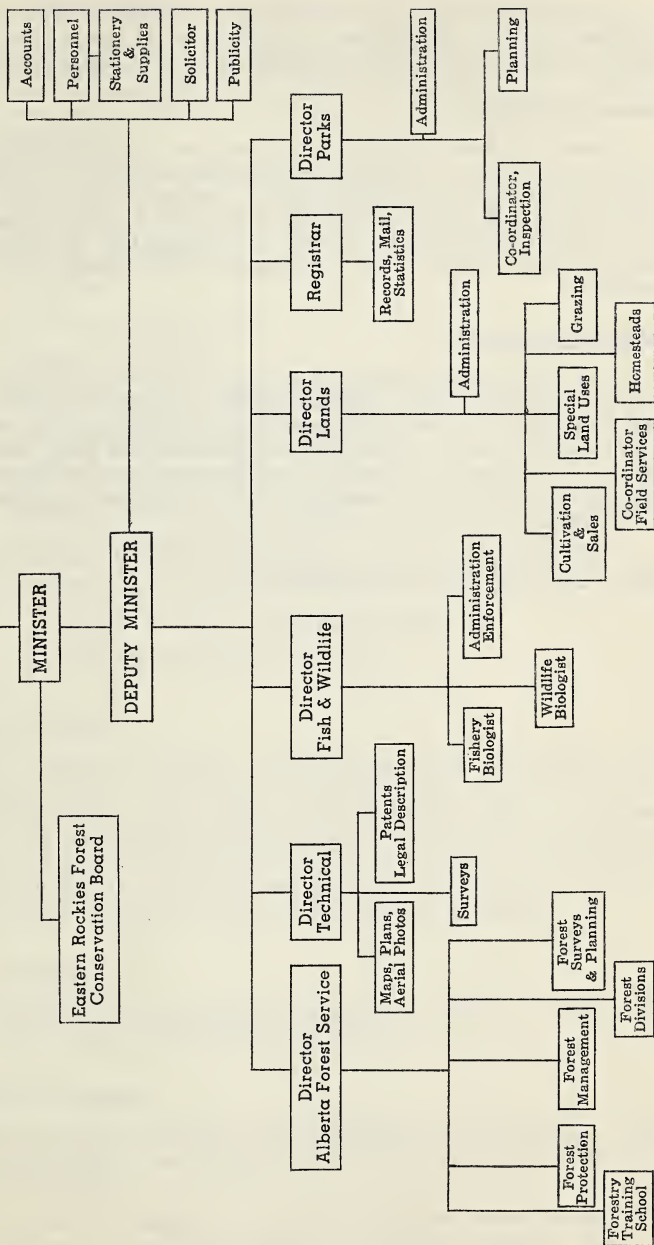
### Provincial Parks

The Provincial Parks were transferred to the Department of Lands and Forests by an Act respecting Provincial Parks (Chapter 64, Statutes of Alberta, 1951) and are administered under the supervision of a Director of Provincial Parks.

There are 38 Provincial Parks in Alberta of which 5 are considered active. The remaining will be developed in the near future. In addition there are 18 areas reserved for future development as Provincial Parks varying in size from 40 to several hundred acres.

Parks established during the past few years and presently under development are: Cross Lake, Lac Cardinal, Little Bow, Pembina River, Steeveville Dinosaur, Vermilion River, Wabamun Lake and Winagami Lake.

# ORGANIZATION CHART—DEPARTMENT OF LANDS AND FORESTS



Facilities are being provided at all Parks to accommodate all types of visitors rather than restricting use of the Parks to local residents, and many parks are located at sites of historical interest.

### **Accounts Division**

Several million dollars in both revenue and expenditure are involved in Lands and Forests' transactions each year. Accounting for these monies to the Department, the provincial treasury and its auditors and Alberta's citizens in general is the responsibility of the Accounts Division. Records are provided of all receipts and expenditures whether from department budget funds or trust accounts.

### **Registration Division**

The Registration Division is responsible for recording the transactions that take place on Crown lands. These are quite varied and numerous and include homesteads, cultivation leases, ranches, timber berths and permits, pipe and transmission lines, roadways, etc. The division is responsible also for recording and registering the transfers of Crown lands from one individual to another and reserving land for special projects.

The division has in its custody approximately one-third million files relating to these transactions.



## **DEPARTMENT OF MINES AND MINERALS**

This is one of the two departments set up in 1949 to replace the Department of Lands and Mines. As its title suggests, this Department is responsible for the disposition of the right to explore and develop Crown Minerals and for the regulation of mining and pipeline operations.

The chief officials of the Department are:

Minister of Mines and Minerals

Deputy Minister

Solicitor

Director of Minerals

Director of Mines

Superintendent of Mineral Tax

Superintendent of Pipe Lines

Administrative Accountant

Mining Recorder, Edmonton

Mining Recorder, Calgary

Chairman and Members of:

Right of Entry Arbitration Board

Surface Reclamation Council.

### **Minerals Division**

The Minerals Division administers THE MINES AND MINERALS ACT. The minerals in 133,000,000 acres of the Province are owned by the Crown. The Minerals Division is responsible for the enforcement of regulations respecting the disposition of these minerals. Revenue is obtained from fees, rentals, licenses, royalties and Crown Reserve lease sales, amounting to approximately one hundred and fifty millions of dollars yearly.

### **Mines Division**

This division is responsible for the enforcement of safety and other regulations in all mines and quarries.

### **Mineral Tax Division**

This division administers THE MINERAL TAXATION ACT. This ACT requires the payment of an acreage tax by owners of freehold minerals.

If a freehold mineral is in a producing area, then the mineral is also subject to a producing area tax upon the assessed value.

## **Pipe Lines Division**

This division supervises the construction and safety of pipe lines within the province.

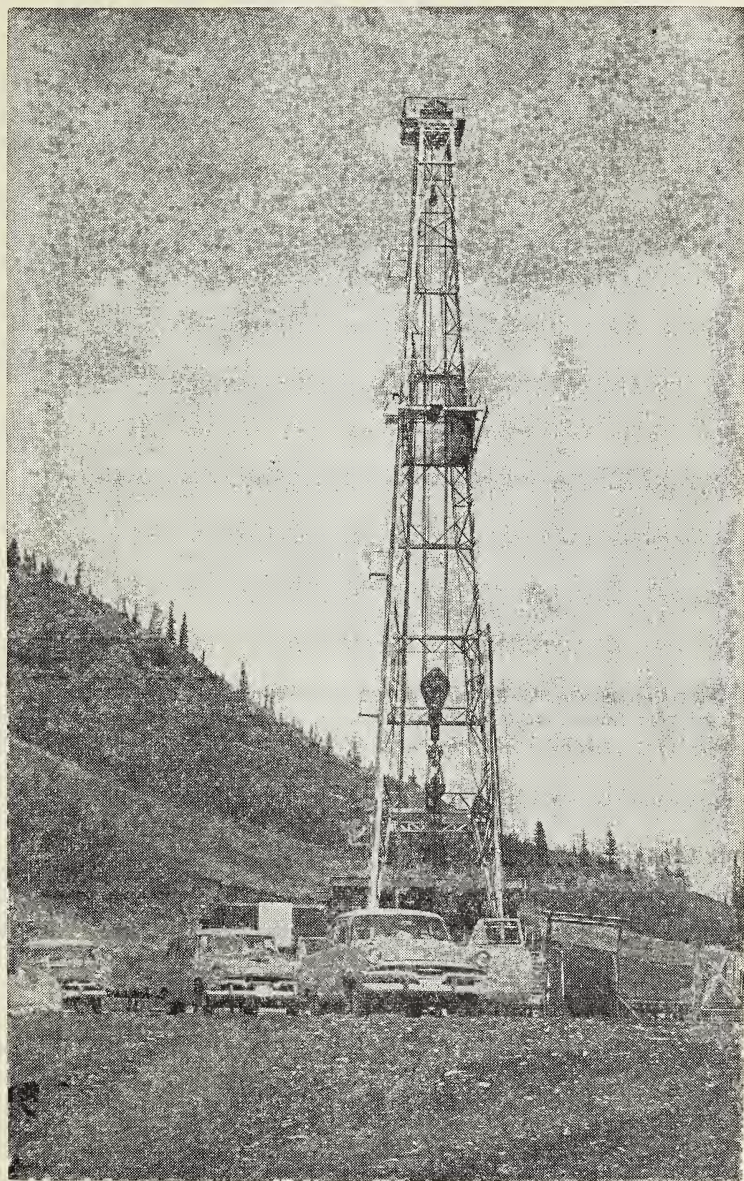
## **Right of Entry Arbitration Board**

The Board administers THE RIGHT OF ENTRY ARBITRATION ACT. If the operator of a mineral is unable to make an arrangement with the surface owner to use the portion of the surface of the land necessary for his operations, the mineral operator may apply to the Board for the acquisition of such interest in the surface as his operations require.

The Board consists of a Chairman and two members, and its office is located in the 100th Avenue Building, 10405 - 100 Avenue, Edmonton.

## **Surface Reclamation Council**

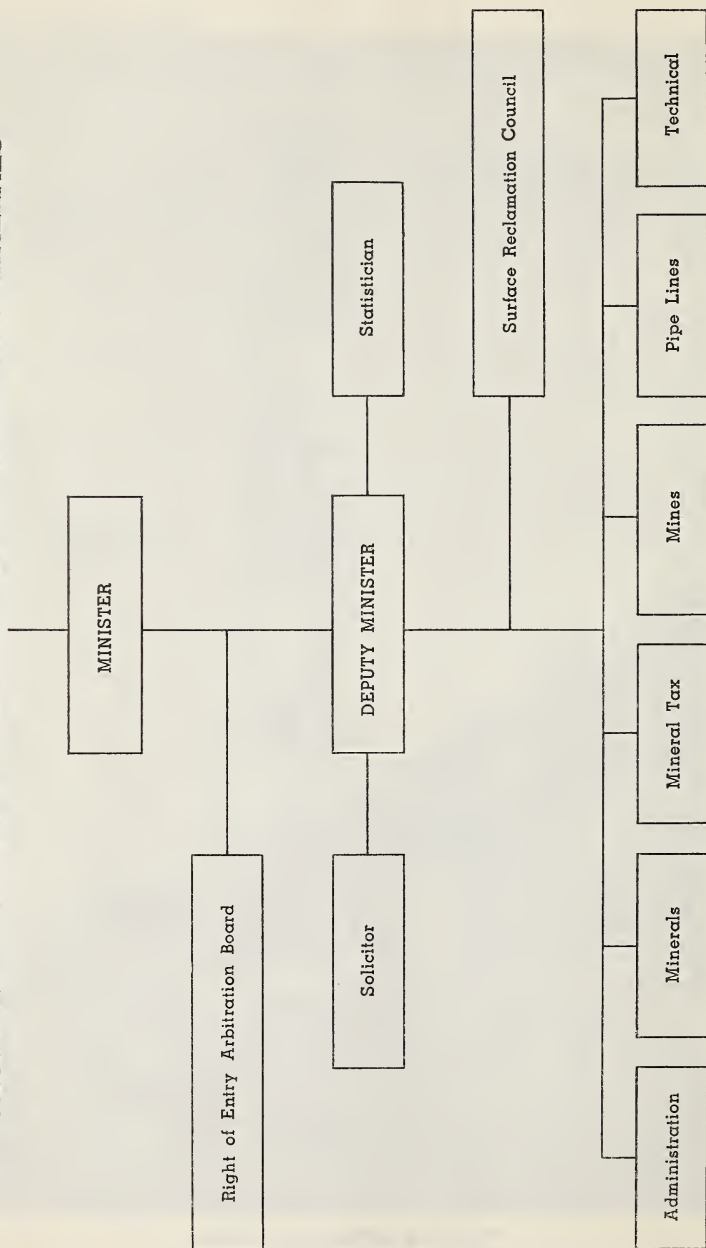
The Council administers THE SURFACE RECLAMATION ACT. The surface of lands used for drilling, mining, quarrying and pipe lines must be maintained in a condition satisfactory to Council and when the operation ceases the lands must be reclaimed to a standard set by the council.



**Alberta rig drilling for oil or gas.**



# ORGANIZATION CHART— DEPARTMENT OF MINES AND MINERALS



## LOCAL GOVERNMENT AND THE DEPARTMENT OF MUNICIPAL AFFAIRS

In order to understand the work of the Department of Municipal Affairs we should be familiar with the general organization of local government in Alberta. The following outline indicates the composition and organization of the various urban and rural administrative units.

### URBAN

#### Villages

- (1) Before requesting incorporation as a village, a hamlet or settlement must have not less than fifty occupied dwellings.
- (2) The affairs of a village are administered by three councillors, one elected each year for three years.
- (3) Mayor must be one of the Councillors, chosen each year by themselves.
- (4) All other officials are appointed by the Council.

#### Towns

- (1) To apply for incorporation as a town a village must have a population of 700.
- (2) A town council consists of the mayor and six councillors.
- (3) The mayor is elected for two years.
- (4) Two councillors are elected each year for three years.
- (5) All other officials are appointed by council.

#### Cities\*

(1) In effect since January 1, 1952, the City Act governs the activities of all cities in the Province. Previously, each city was governed by an individual charter granted by a private Act of the Legislative Assembly.

(2) To qualify for city status, a town must have a population in excess of 6,000.

(3) Must have not less than six nor more than twenty aldermen, of an even number (usually 8 to 10 in practice) half of whom are elected each year for a term of two years. (If, however, the electors vote in favour of doing so, the mayor and the entire council shall be elected at the same time for a term of two years.)

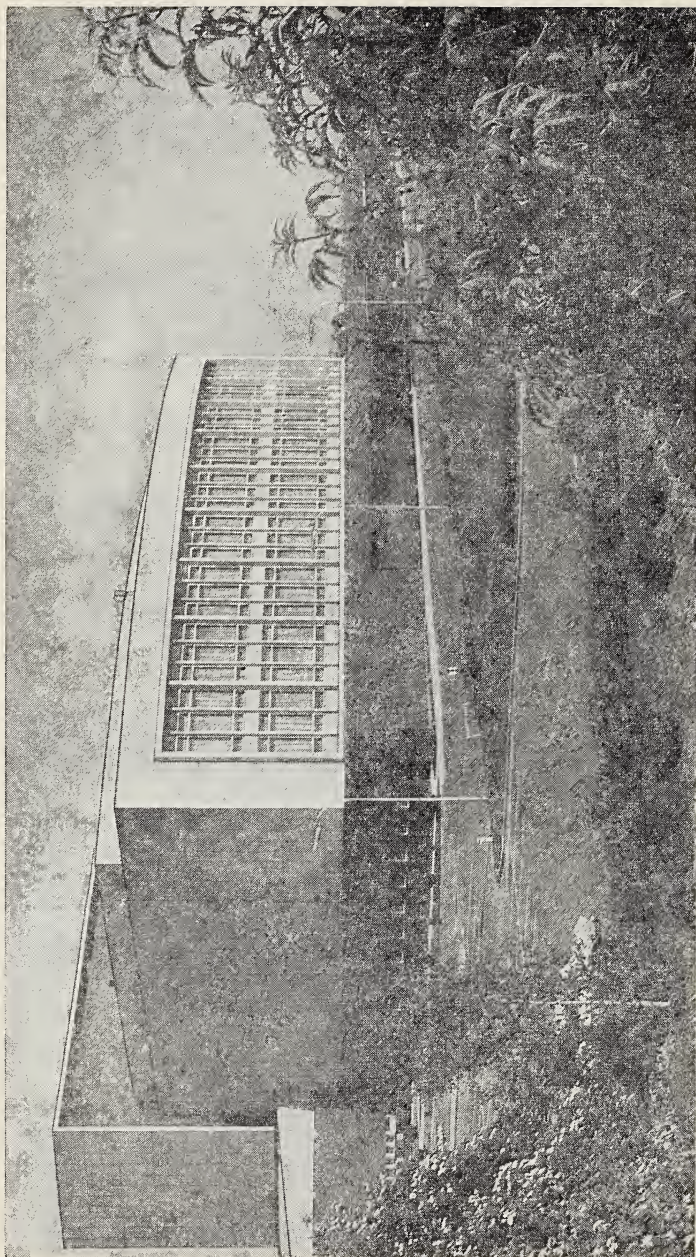
(4) All other officials are appointed by the council.

### RURAL

#### Improvement Districts

These comprise the outlying lands in the Province which are not sufficiently developed to warrant a local council and are under the direct administration of the Department of Municipal Affairs, assisted by other Government Departments. Advisory Committees,

\*Not including the City of Lloydminster (located on both sides of the Alberta-Saskatchewan boundary) which has its own charter, ratified by both Provincial Governments. The City is administered by its elected council under Saskatchewan laws.



The twin Jubilee Auditoriums, built in Calgary and Edmonton, to commemorate Alberta's Golden Jubilee, have become tourist attractions as well as centres of culture and entertainment.



elected by local ratepayers, function in many improvement districts assisting the Department in an advisory capacity with local administrative problems.

### **Special Areas**

Some 5,000,000 acres in the Hanna, Consort, and Oyen districts are designated as the Special Areas and are administered by a three-member Board appointed by the Department of Municipal Affairs and responsible to it. Headquarters of the Board are in Hanna. The members of the Board live in the area concerned in order to keep in close touch with the ratepayers. An elected Advisory Committee meets with the Board and officials of the Department of Municipal Affairs to discuss administrative problems.

### **Municipal Districts**

These cover the more thickly populated parts of the Province. In size they average about forty townships, the general rule being that if they have less than forty townships, they will have five councillors; if they have more than forty townships, they will have seven councillors.

Councillors are elected in such a way that each serves for three years, but there is always a majority of the council on the continuing body. The Reeve is chosen by themselves from among the councillors and holds office for one year. All other officials are appointed by the Council.

### **Counties**

These single-government, multi-purpose units are formed with the amalgamation of municipal districts and school divisions by the Lieutenant-Governor-in-Council upon request of the local authorities concerned. The boundaries of the school division and municipality are generally co-terminous, and an elected county council appoints committees to administer school and municipal matters.

## **THE DEPARTMENT OF MUNICIPAL AFFAIRS**

The Department of Municipal Affairs is a "service" Department. Dealing with legislation covering the administration of all types of municipalities, it gives assistance to municipal officers in conducting local affairs and is generally concerned with the business management and efficient administration of municipal divisions in Alberta. Hon. A. J. Hooke is Minister of Municipal Affairs, and A. W. Morrison is Deputy Minister.

The chief officials of the Department are:

Minister of Municipal Affairs  
Deputy Minister of Municipal Affairs  
Assessment Commissioner  
Chief Provincial Assessor  
Chief Municipal Inspector

Director of Field Service  
Provincial Planning Director  
Secretary, Accountant  
Director of Tax Recovery  
Liaison Officer.

The Department includes the following Branches or Divisions:

### **Assessment**

#### **(a) Assessment Commissioner**

Services: Establishes standards, methods, rules and regulations governing the assessment of property throughout the Province. Maintains research personnel and an inspection staff to ensure assessment uniformity.

#### **(b) Assessment Equalization Board**

Services: Determines the total assessment on an equalized basis for each municipality as compared with all others throughout the Province.

#### **(c) Chief Provincial Assessor**

Services: Upon request undertakes the assessment of any municipality other than a city, or assists a city assessor in a general reassessment, absorbing 25% of the cost. Prepares and forwards to all municipalities assessments of all pipe lines and works and transmission lines assessable under the Electric Power and Pipe Line Assessment Act. Upon request of the Federal Government prepares inspections and appraisals of federally-owned properties. Prepares assessments upon request for municipal and territorial governments in the Northwest Territories and the Yukon. Prepares assessments and appraisals of provincially-owned properties at the request of various departments of the provincial government.

#### **(d) Assessment Appeal Board**

Services: Hears appeals from ratepayers who are aggrieved with the ruling of the local court of revision in respect of real property assessments, business assessments and local improvement assessments. The Board hears appeals from assessments made under authority of The Electric Power and Pipe Line Assessment Act, The Mineral Taxation Act and from Orders of The Assessment Equalization Board fixing equalized assessments.

### **Field Service**

Services: Assesses all lands, buildings and industrial installations in improvement districts; makes inspections and valuations for the Tax Recovery Branch of the Department. Does inspections and appraisals of all types of property anywhere in the Province for the Public Trustee and the Succession Duties Branch.

Farm Purchase Boards, numbering 24 in improvement districts, are chaired by the Director, and the appraisal of lands concerned is done by the inspectors in their respective districts. The Field

staff also serve on Agricultural Service Boards, Health Unit Boards and Regional Planning Commission.

The Branch is also required to play an active part in the field of development control in improvement districts.

### **Municipal Inspection**

Services: Maintains a staff of municipal inspectors to examine annually the books and records of all towns, villages, counties and municipal districts in the Province, paying special attention to general administration by-laws, tax levies, methods of financing, and the procedures of the local authority as exercised under the various Acts. Also completes and produces the Department's Annual report, assembles statistical data with regard to municipalities as the occasion arises, and processes applications under the Winter Works Incentive Program. The inspectors also act as administrators of newly incorporated villages, municipal districts or counties until the councils are elected. They may also be appointed to act as members on the Board of Administrators of New Towns.

### **Improvement Districts Accounts**

Services: Prepares estimates, sets up assessment and tax rolls, prepares and issues tax notices for each parcel of land in Alberta's improvement districts and the Special Areas. Collects amounts due the Province for agricultural advances and other government accounts.

The Equipment Licensing Office is attached to the Accounts Branch. The Mobile Equipment Licensing Act is administered here on behalf of the municipalities. Specified equipment is assessed and 95 per cent of the money collected is distributed among municipal units involved on a pro rata basis.

### **Liaison Office**

Services: Publishes The Alberta Municipal Counsellor each month and carries out assignments designed to strengthen good relations between our local governments and the Department of Municipal Affairs.

### **Tax Recovery**

Services: Directs the enforcement of The Tax Recovery Act (under which sale of land for unpaid taxes is authorized) in all municipalities, urban and rural, throughout the Province. Also directs the collection of taxes, seed grain accounts, crop shares, etc. Issues leases and right of entry permits in Alberta's improvement districts and the Special Areas.

### **Provincial Planning Board**

Services: Administers the Planning Act in the fields of regional planning, general plans, zoning, development control and subdivision. Provides technical assistance to municipalities in



these matters, prepares plans and provides advice to augment sound planning practices. Supports the operations of existing Regional Planning Commissions and the creation of others is fostered and when constituted, the Province absorbs 50 per cent of their operation costs. Administers the Alberta Housing Act and provides technical assistance to municipalities in urban renewal, public housing and co-operative housing. The Province provides financial support for approved schemes.

Through the Provincial Planning Board, major planning policies for the Province are established. The Board also acts as final arbitrator upon appeals from any decision respecting subdivision or development control.

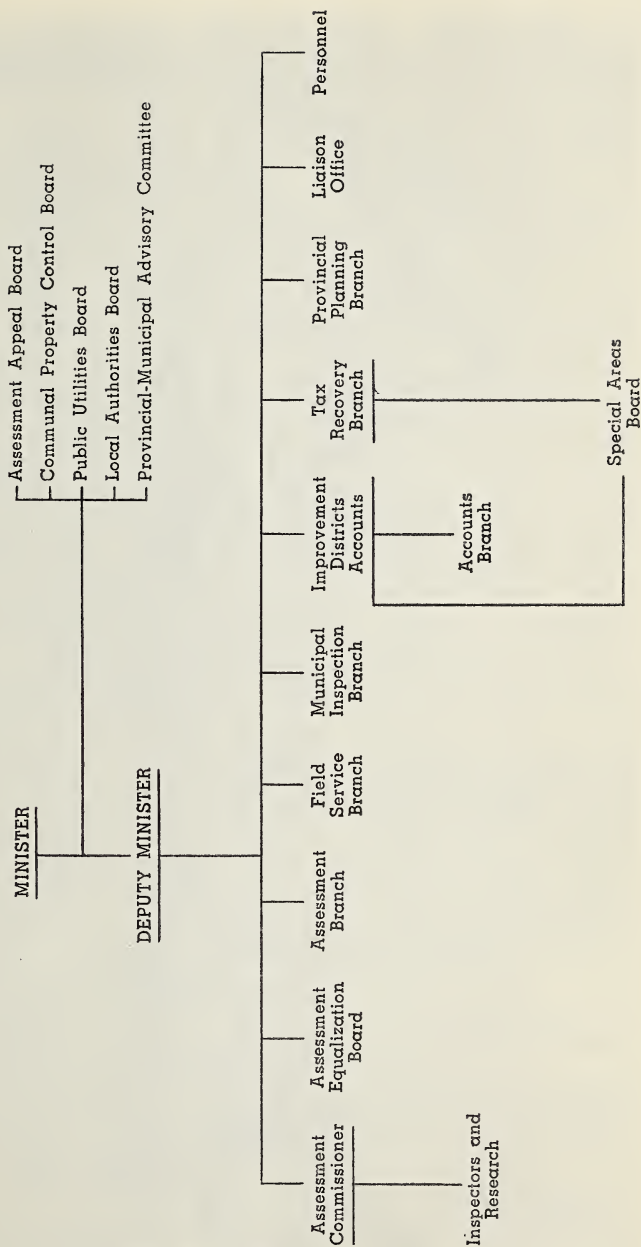
Note: For administrative purposes the Communal Property Control Board (E. F. Breach, Chairman), The Public Utilities Board (R. D. Henderson, Chairman), the Special Areas Board (C. W. Edwards, Chairman, with headquarters at Hanna) and the Local Authorities Board (C. G. Macgregor, Chairman) are attached to the Department of Municipal Affairs.

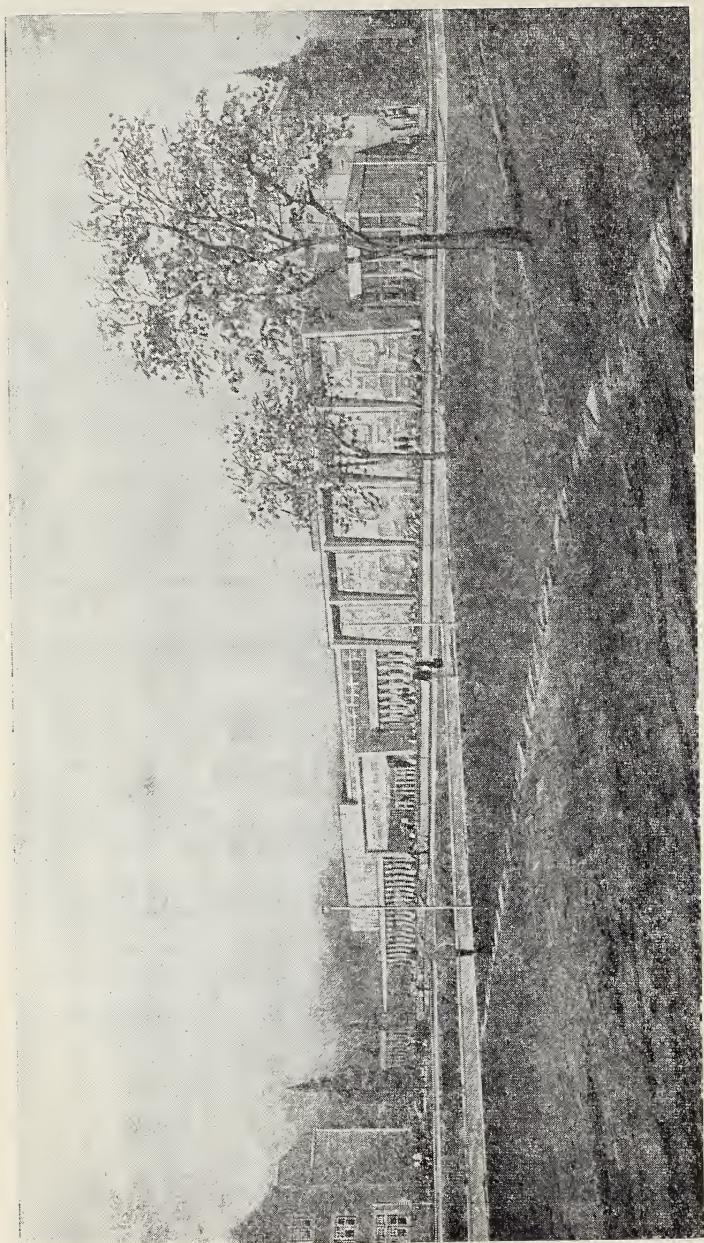
### **Local Authorities Board**

Services: Major functions of the Local Authorities Board is the consideration of:

1. Applications from all local authorities (municipal or school) for permission to borrow by way of debenture.
2. Separations of land from urban municipalities and annexations of land thereto.
3. Financial programs of those local authorities which are placed under Board control.
4. Cancellations of plans of subdivisions or parts thereof, and vesting of lands therein.
5. Applications for tax exemption pursuant to provisions of The Municipal Tax Exemption Act.
6. Applications by towns and villages for approval to purchase or otherwise acquire lands for building sites.
7. Applications by municipal authorities for reviews of budgets of school authorities.
8. Recommendations to Lieutenant Governor-in-Council in respect to re-financing programs of controlled local authorities.

# ORGANIZATION CHART-DEPARTMENT OF MUNICIPAL AFFAIRS





Architects drawing of the Provincial Museum—Alberta's Centennial Project for 1967.



## DEPARTMENT OF THE PROVINCIAL SECRETARY

The Provincial Secretary is the Keeper of the Seal, Registrar of the Province, and the administrator of numerous Statutes dealing with a variety of unrelated subjects. The Department as well acts in some measure as a clearing house for the whole of the Provincial Government.

The responsible officials of the Department are:

- Provincial Secretary
- Deputy Provincial Secretary
- Registrar of Companies
- Administrative Assistant
- Secretary to Department
- Accountant and Personnel Officer
- Agent General, Alberta House, London, England
- Chairman, Board of Censors, and Director of Amusements Branch
- Director of Recreation and Cultural Development Branch
- Fire Commissioner
- Fuel Oil Tax Administrator
- Manager, Northern Alberta Jubilee Auditorium (Edmonton)
- Manager, Southern Alberta Jubilee Auditorium (Calgary)
- Public Relations Director
- Superintendent of Insurance
- Director, Museums Branch
- Centennial Co-Ordinator

### **Keeper of the Seal**

A great many documents are required to be sealed with the Seal of the Province. These documents include Letters Patent such as are issued to members of the government on their appointment to the cabinet; Letters Patent issued to Queen's Counsel; Commissions issued to Police Magistrates, Justices of the Peace, Notaries Public, Coroners, etc., and certificates authenticating such appointments. As Keeper of the Seal, the Provincial Secretary is responsible for the issuance of documents bearing the Seal, and as Registrar, for the registration of such documents.

### **The Provincial Coat of Arms**

By Royal Warrant dated 30th May, 1907, Armorial Ensigns were assigned to the Province of Alberta as follows:

"Azure in front of a Range of Snow Mountains proper, a range of Hills Vert, in base of Wheat Field surmounted by a Prairie both also proper, on a Chief Argent a St. George's Cross."

By the provincial Arms Act the Alberta Armorial Ensigns are reserved for use exclusively by the Provincial Government, except as otherwise authorized by the Lieutenant Governor in Council, or the Head of a Government Department.

## **The Floral Emblem**

The wild rose is the official floral emblem of Alberta and was adopted in 1930 under authority of the Floral Emblem Act.

## **Alberta House**

The Agent General, with headquarters at Alberta House in London, England, is the official representative of the Province of Alberta in the United Kingdom.

A particular concern of the Agent General's office is the promotion of interest in Alberta among British and European industrialists. Immigration is given close attention. Literature and specific information about the Province are distributed widely.

## **The Amusements Branch**

The Board of Censors under the Amusements Act screens every picture intended for public showing in the Province, and the picture must bear the approval of the Board of Censors before it may be shown in the Province.

The Branch also administers that part of the Amusements Act and Regulations made thereunder dealing with the inspection and licensing of places of amusement where the safety of the public from fire and other risks is involved. In connection with this work motion picture projectionists are examined and licensed by the Branch.

The Amusement Act imposes a tax on all betting at race tracks done through the pari-mutuel system and the Amusements Branch is responsible for the collection of this tax.

## **The Change of Name Act**

Changes of personal names are effected under the provisions of the Change of Name Act, 1961, by application to the Deputy Provincial Secretary.

## **The Companies Branch**

The Companies Branch under the authority of Various Statutes including The Companies Act and The Societies Act is responsible for the incorporation in Alberta of companies, societies, religious societies, co-operative associations, credit unions, and cemetery companies. Corporations incorporated elsewhere than in Alberta but wishing to do business in Alberta are registered by this Branch under the Companies Act. Trust companies whether incorporated in Alberta or elsewhere and doing business in the Province are required to register under the provisions of The Trust Companies Act.

## **The Fire Prevention Branch**

The Fire Prevention Act and the Lightning Rod Act are administered by this branch. It is the duty of the Fire Commis-

sioner, appointed under the Fire Prevention Act, to enforce all laws and regulations relative to the prevention of fires; the storage, sale and use of combustibles and explosives; construction and maintenance of fire escapes; the installation of automatic and other fire alarm systems and fire extinguishing equipment; adequacy of exits in the case of fire from schools, factories, asylums, hospitals, churches, halls and theatres; and the suppression of arson and investigation of the cause, origin and the circumstances of fire. He also directs fire prevention education and inspection of fire brigades.

### **The Fuel Oil Tax Branch**

Under the Fuel Oil Tax Act and Regulations thereunder a tax is imposed on every purchaser of fuel oils in the Province with the exceptions in the case of fuel oil used by farmers, by industry in industrial operations, by contractors, municipalities, etc., in road building machinery, and by others. Tax exempt fuel is coloured purple by dyers employed by the Province and operating at various refineries in the Province, and this purple coloured fuel is authorized for the above uses. Inspectors of the Inspection Service Branch of the Department of the Attorney General and members of the Royal Canadian Mounted Police are responsible for the enforcement of the Act and Regulations, particularly with respect to the improper use of purple fuel.

### **The Insurance Branch**

The Superintendent of Insurance under the Alberta Insurance Act licenses all insurers doing business in the Province and exercises a general supervision over the business of insurance. The Superintendent also directs a detailed examination of provincially incorporated insurance companies to insure their solvency and compliance with the insurance laws of the Province.

The Superintendent of Insurance, acting as Commissioner of Real Estate, also administers the Real Estate Agents' Licensing Act, which Act exercises a licensing control over real estate agents and salesmen in the Province.

The Branch also Administers The Insurance Corporations Tax Act under which a tax of 2% is levied on insurance premiums written in the Province with the exception of premiums written on fraternal insurance and marine insurance and premiums written by life companies with respect to annuity contracts.

## **MUSEUM AND ARCHIVES BRANCH**

### **Services**

Natural History Division—collects Alberta specimens of birds, mammals, plants, rocks, minerals, fossils; mounts and prepares specimens for display and the study of collections; undertakes research and records field data; provides public information.

Human History Division—collects Alberta historical artifacts to portray the Indian and pioneer and the development of technology in the province; undertakes restoration, research and recording of data; provides public information.



PROVINCIAL SECRETARY
DEPUTY PROVINCIAL SECRETARY

DEPUTY  
PROVINCIAL SECRETARY

RECREATION AND CULTURAL  
DEVELOPMENT BRANCH  
Director of Recreation and  
Cultural Development  
Supervisor of Community Programs  
Supervisor of Drama  
Supervisor of Libraries  
Supervisor of Music  
Supervisor of Arts and Crafts  
Supervisor of Athletics and  
Outdoor Education

Exhibition Division—undertakes the design, fabrication, installation and artwork for displays.

Archives Division—collects Alberta historical documents such as public records, private and business papers, maps, photographs, microfilms, publications, newspapers; records memoirs of pioneers; provides public information.

Historic Sites Division—undertakes research on historic sites, marking and maintenance of historical rustic signs, cairns; administers a grants and assistance programme for local museums, historical publications and sites.

### **Public Relations Branch**

The responsibility of the Public Relations Branch, is to establish and maintain good relations between the various departments of the Government and the general public directly and through the press. The Public Relations Director also assists in arrangements for meetings and conventions in Alberta, often representing the Province at such functions. Responsibility for the direction of the province's Centennial Administration has also been assigned to the Public Relations Director.

### **Recreation and Cultural Development Branch**

The Branch promotes the growth of interest and participation in a broad recreation program. Headed by the Director, the Branch is associated with Boards comprising individuals skilled in representative fields. The Boards cover Athletics and Outdoor Education, Arts and Crafts, Drama, Libraries, Music and Recreation.

Each division is headed by a Supervisor who carries on an active program of leadership training. Leadership training courses are offered on a local community, regional or provincial level.

Courses offered by the Branch are subsidized by the Government. Two in-service training courses are offered, one for recreation leadership and the other for custodians of libraries within the province.

Government Grants are given on behalf of recreation leaders in the province and to the libraries of the province, on either a per capita or book basis.

### **Centennial Branch**

The Branch functions under the general direction of the Alberta Centennial Committee and is responsible for the management of the provincial government's centennial grants program, the promotion and the encouragement of centennial celebrations and programs by the community, by business groups and by private groups in the province, and the co-ordination of all programs and activities planned in the province for the celebration of the Centenary of Canadian Confederation.

## DEPARTMENT OF PUBLIC WELFARE

THE DEPARTMENT OF PUBLIC WELFARE ACT, Chapter 6 of the Statutes of Alberta, 1944, authorized the setting up of a Department of Public Welfare to administer the various welfare services that come under the direct control of the Province. The following statutes are administered by the Department:

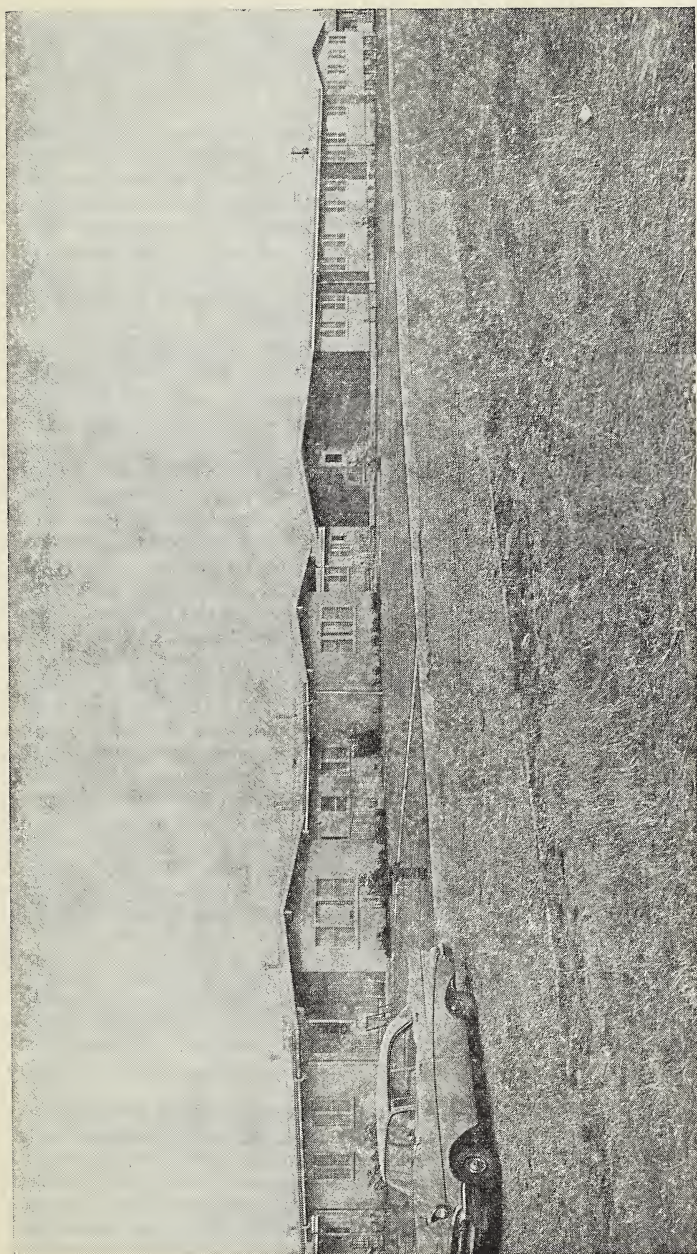
- The Blind Persons' Act (Chapter 24, R.S.A. 1955)
- The Child Welfare Act (Chapter 39, R.S.A. 1955) (Consolidated 1963)
- The Disabled Persons' Pensions Act (Chapter 86, R.S.A. 1955) (Consolidated 1962)
- The Disabled Persons Act (Chapter 85, R.S.A. 1955)
- The Homes for the Aged Act (Chapter 29, 1959) (Amendment 1963)
- The Metis Betterment Act (Chapter 202, R.S.A. 1955) (Amendments 1957 and 1960)
- The Mothers' Allowance Act (Chapter 45, 1958) (Consolidated 1962)
- The Old Age Assistance Act (Chapter 228, R.S.A. 1955)
- The Public Contributions Act, 1965 (Chapter 72, 1965)
- The Public Welfare Act (Chapter 268, R.S.A. 1955) (Consolidated 1964)
- The Supplementary Allowances Act (Chapter 326, R.S.A. 1955) (Consolidated 1961)
- The Welfare Homes Act (Chapter 73, 1963) (Consolidated 1964)
- The Welfare Statutes Amendment Act (Chapter 87, 1961)
- The Widows' Pensions Act (Chapter 368, R.S.A. 1955) (Consolidated 1962)
- The general administration of the Department rests with:
  1. The Minister
  2. The Deputy Minister
  3. The Welfare Director

and to facilitate the work entailed the following branches have been created within the Department.

### Public Assistance Branch

It provides financial assistance and rehabilitation services to those persons who are in need by reason of age, physical or mental ill health or incapacity or because they are mothers who are personally caring for their dependent children, and also to transient persons and residents of Improvement Districts and Special Areas who are unemployed. Single, homeless, unemployed men who have no municipal residence are generally maintained in Hostels in Calgary and Edmonton and at the Welfare Centre at Gunn.





Alberta enjoys an advanced program of social benefits for its citizens. Among these are the modern, comfortable Senior Citizens' Lodges throughout the province.

In October of 1963, the public assistance program was broadened to include financial assistance to children in the care of a guardian, where the parent or parents were incapable of assuming this responsibility.

At the present time, indigent residents of municipalities are provided with assistance directly by the municipalities, and they in turn receive grants from the Province up to 80% of the expenses incurred. Arrangements are now being made whereby the municipalities, at their request, may be relieved of the responsibility of providing financial assistance to their residents and protection services to children in return for setting up a preventive service program, which will be subsidized by the Province on a fifty-fifty basis for approved projects.

This Branch also has the responsibility of administering the pensions and allowances paid under Federal Provincial agreements, Old Age Assistance, Blind Persons' Allowances, and Disabled Persons' Allowances, and those allowances which were put into effect by provincial legislation, Widows' Pensions, Mothers' Allowances, Disabled Persons' Pensions and Supplementary Allowances. With the implementation of a Social Allowance program on June 1, 1961 which was designed to care for the needs of the older and/or handicapped persons, as well as mothers with dependent children, no further applications could be taken for the latter four programs, but the recipients were given the choice of continuing to receive this form of assistance or of transferring to Social Allowance. The maximum amount payable for pensions and allowances is \$75.00 per month, with the exception of Mothers' Allowances which is on a sliding scale from \$80.00 to \$195.00 a month depending on the number of children in the family. Eligibility for the three Federal-Provincial programs is based on a means test and the person concerned must have resided in Canada for the ten years immediately preceding the date of the proposed pension payment, or if not, must have been present in Canada prior to those ten years for an aggregate period equal to twice the aggregate periods of absence from Canada during those ten years. Applicants for Old Age Assistance must be 65 to 69 years of age inclusive; for Blind Persons' Allowances, they must be 18 years of age and over and for Disabled Persons' Allowance, they must be permanently and totally disabled and have reached the age of 18 years.

Medical, hospital, dental, chiropractic and optometric care is made available to all recipients of financial assistance, on an individual basis for able bodied unemployed persons and by means of a Medical Card for those persons in receipt of pensions or allowances.

### **Child Welfare Branch**

In 1943 the Government of the Province appointed a Committee to investigate and report on all phases of child welfare work being carried on, not only under Government auspices, but by other organizations in the Province. This Committee, in submitting its findings to the Government, made certain recommendations. These recommendations were almost entirely embodied in the Act known as The Child Welfare Act of Alberta 1944, and amendments thereto.



The Act itself is administered by a Child Welfare Commission. The duties of the Commission are many and varied. It is responsible for enforcing the provisions of the Act—to encourage and promote and assist in the proper care and welfare of the children of the Province—for supervision over all children who are wards of the Province—for the investigation and approval of homes of applicants for children, whether for adoption or otherwise, and various other duties. To guard further the welfare of the children, legal adoption is not generally permitted until the child has been in the prospective adoptive home for one year, when on the basis of a favourable report on the home, the Commission presents the adoptive parents' petition for adoption for the consideration of a District Court Judge who must be satisfied that these petitioners have the ability to perform the duties of parents in a satisfactory manner. The Commission is also responsible for the continued inspection of foster homes after approval for a child's placement has been given.

At the present time it is the duty of the child welfare official appointed by a municipality to investigate all cases of reported neglect of children within its boundaries, and, if circumstances warrant the apprehension of any child on this account, such child is brought before a Judge of the Juvenile Court with a recommendation for temporary wardship. If after a period of temporary wardship, it is considered that a child should come permanently under the care of the Government, a District Court Judge is the only person who has the authority to decide what disposition should be made of the child. If any child is made a ward of the Government, the Child Welfare Commission immediately assumes responsibility for the child and all costs of his maintenance are borne by the Province.

### **Welfare Homes and Institutions Branch**

The Welfare Homes and Institutions Branch has been designed to fulfill two main functions; that of licensing and maintaining standards of all homes and institutions as designated under The Welfare Homes Act within the Province of Alberta and the acquisition and operation of homes, hostels and institutions, when and where necessary. This branch was responsible for the construction of 70 Senior Citizen homes and 415 housing units in the Province. Further development in this area will continue in order to meet demands. These Senior Citizens Homes are filling a definite need of the older people in Alberta for comfortable and economic accommodation.

### **Social Planning and Development Branch**

This Branch has been designed for the purpose of exploring the multifarious factors that lead to a breakdown in family living and to work with the other governments, in particular the municipal authorities, in devising means to combat these problems. This is one of the newer Branches within the Department but its work in preventive social services has been an evident need in the total welfare picture for some considerable time.



Coupled with the proposal that the Province take over all material assistance to indigents, irrespective of residence, and the total responsibility of The Child Welfare Act, the Province will require municipalities, who select this shift in responsibility, to embark on a program of 'preventive services'. In fulfilling its function of preventive services, this Branch will not only provide leadership and assistance to the municipalities during the change-over period but will continue in a consultative capacity.

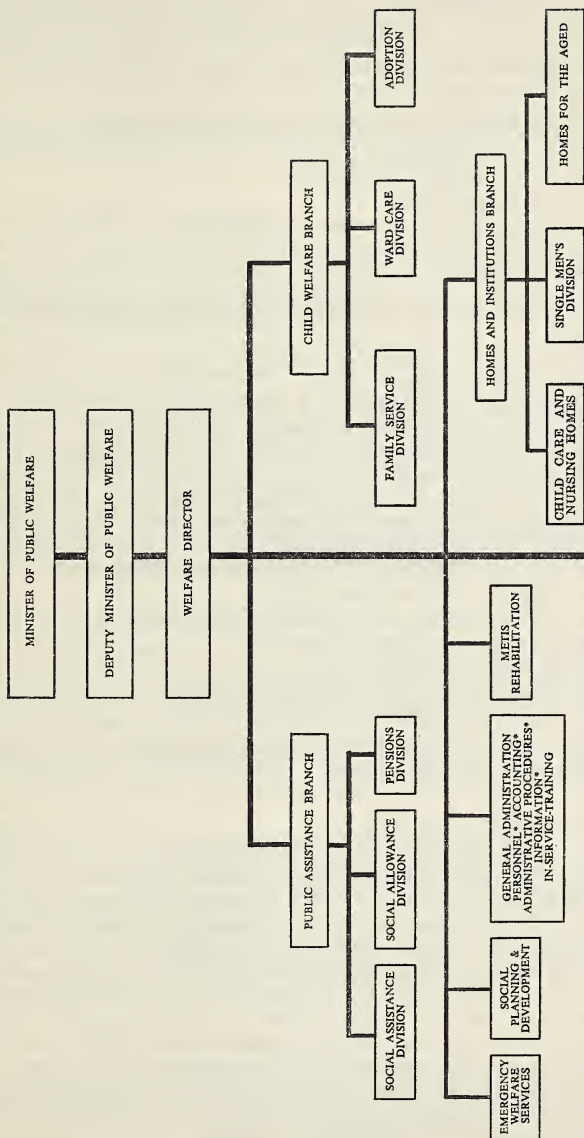
### **Metis Rehabilitation Branch**

A Royal Commission was set up by the Provincial Government of Alberta in 1939 to study the problems of Metis people in Alberta. During the course of the study, petitions were received from many Metis asking that colonies be set aside for them, along with assistance to build homes and set themselves up as farmers, and that a quarter section of land be allotted to each settler, tax free. On the basis of the Commission's study and recommendations, the Metis Betterment Act was passed in 1940 whereby the requested colonies came into being. Five tracts of land in Northern Alberta were set aside for the use of the settlers which are now being operated as eight separate units. At the end of the fiscal year for 1964, there were approximately 2,250 persons on the colonies and many settlers are now fully self supporting through the operation of their own sawmills or farms.

Grades I to IX are taught on the Colonies in new modern schools, most of which are operated by the Northland School Division. However, 118 school children at the Kikino Colony and 70 from Caslan are being transported to the Lac la Biche School. In addition, during the 1965/66 term, 34 Metis students received assistance in attending high school away from the Colonies.

The aim of the Department in respect of the Colonies is to assist the Metis people to eventual independence and final integration into our urban, predominantly white society. This aim can best be achieved by those people who are attaining the education that will allow them to compete successfully in industry.

# ORGANIZATION CHART—DEPARTMENT OF PUBLIC WELFARE



**REGIONAL OFFICES**

ATHABASCA	BARRHEAD	BONNYVILLE	CALGARY	CAMROSE	DRUMHELLER	EDMONTON
EDSON	GRANDE PRAIRIE	HANNA	HIGH PRAIRIE	LAC LA BICHE	LETHBRIDGE	
MEDICINE HAT	OLDS	PEACE RIVER	RED DEER	SMOKY LAKE	STETTLE	ST. PAUL
VEGREVILLE	VERMILION	WAINWRIGHT	WETASKIWIN			
BLAIRMORE	ROCKY MOUNTAIN HOUSE	FORT McMURRAY				

## TREASURY DEPARTMENT

The Treasury Department was established by an Act of the Legislative Assembly of the Province known as THE TREASURY DEPARTMENT ACT. It is presided over by a member of the Executive Council who is appointed by the Lieutenant-Governor as Provincial Treasurer.

The chief officials of the Department at present are:

Provincial Treasurer  
Deputy Provincial Treasurer  
Executive Assistant  
Superintendent of Treasury Branches  
Director of Purchases  
Queen's Printer

The chief functions of the Department are prescribed by the following acts:

The Treasury Department Act  
The Provincial Loans Act  
The Treasury Branches Act  
The Savings Certificates Act  
The Alberta Government Purchasing Agency Act  
The Queen's Printer Act  
The Alberta Co-operative Rural Credit Act  
The Municipal Capital Expenditures Loans Act  
The Retirement Annuities Act.  
The Alberta Municipal Financing Corporation Act  
The Alberta Income Tax Act  
The Alberta Resources Railway Corporation Act  
The Civil Service Garnishee Act  
The Deferred Charges Act  
The Alberta Industrial Corporation Act  
The Alberta Investment Fund Act

The duties imposed and the powers conferred by these Acts may be briefly described as follows:

### The Treasury Department Act

This Act is Chapter 343 of the Revised Statutes of Alberta, 1955. It prescribes the main functions of the Department which is the management and control of the revenue and expenditure of the Province. This function makes it necessary for the Provincial Treasurer to present to the Legislative Assembly, just before the commencement of every fiscal year, his budget for that year, which sets forth, in detail, his estimates of revenue to be collected and of expenditures to be made. When passed by the Assembly, these estimates control the coming year's expenditures. This Act also provides that all monies received shall be deposited in a Bank or similar institutions and all payments shall be made by official cheque or similar instrument signed by or for the Provincial Treasurer and counter-signed by or for the Provincial Auditor.

The Provincial Auditor keeps the accounts of the Province; this involves the checking of each item of revenue and the approval



of every payment. He presents to the Legislative Assembly every year the Public Accounts of the Province, a book which sets out in detail, all financial operations of the Province and affiliated Boards the latest complete fiscal year.

There is also a body known as the Treasury Board composed of members of the Executive Council. This Board frames regulations respecting the bookkeeping and accounting of the Province and gives decisions on matters referred to it by any member or the Provincial Treasurer or the Provincial Auditor.

### **The Provincial Loans Act**

This Act prescribes the manner in which the Provincial Treasurer, on behalf of the Province, may borrow money for the purpose of Government. It instructs and guides the Provincial Treasurer in the management of the Public Debt of the Province.

### **The Treasury Branches Act**

This Act authorizes the Provincial Treasurer to establish and operate Treasury Branches at such points in the Province as he may consider advisable. There are now 62 branches, 5 sub-branches and 92 agencies in Alberta. The branches provide all those services which are normally provided by a bank, which includes deposits, withdrawals, loans, investments, money orders, drafts, travellers cheques, and act as agents for the government in matters concerning the issuing of certain licenses and permits.

### **The Savings Certificate Act**

This is another Act which enables the Provincial Treasurer to receive deposits of money from the public. He issues certificates for the deposit which undertake to pay the depositor a certain rate of interest dependent on whether the principal is payable on demand or at the expiration of one or more years. The money received is deposited in the General Revenue Fund of the Province, and becomes a liability of the Province.

### **The Alberta Government Purchasing Agency Act**

This Act is presently under the supervision of the Provincial Treasurer and is under the immediate management and control of a director of purchases.

It is the duty of this Agency to acquire, by purchase or otherwise, all supplies which are required from time to time by any department of the Government.

### **The Queen's Printer Act**

The Queen's Printer is attached to the Treasury Department. He is responsible for the publication of THE ALBERTA GAZETTE which contains Government proclamations and officials notices. He prints and publishes the Statutes of the Province and other Government publications, and procures all printing, stationery and general office supplies required by Departments of the Government.

## **The Alberta Co-operative Rural Credit Act**

This Act was passed to assist farmers who combine to form a Co-operative Credit Society to obtain short term loans to finance their farming operations. Before a loan is made by a Bank, applications are approved and repayment guaranteed by a Society. If the Supervisor of Co-operative Credits then approves, the Bank makes the loan which is guaranteed as to repayment by the Provincial Treasurer. This Act has not been operating for many years.

## **Retirement Annuities Act**

By this Act the Provincial Treasurer is required to establish and administer an annuity fund. Any Canadian citizen who has resided in the Province for not less than three years may purchase a retirement annuity by depositing in the fund an initial amount of not less than ten dollars. Additional deposits of any amount may be made at any time until the date of the purchaser's retirement. The maximum annuity that may be purchased is the actuarial equivalent of a single life annuity of fifteen hundred dollars per year commencing at the age of sixty years.

Compound interest is payable on amounts on deposit in the fund at the rate of three and one-half per cent per annum. If the earnings of the fund are insufficient to pay this rate of interest the Provincial Treasurer pays in whatever may be required from the General Revenue Fund.

## **Alberta Municipal Financing Corporation Act**

Pursuant to this Act a Board of Directors consisting of four members appointed by the Government and three members elected by municipalities is authorized to conduct the affairs of the Alberta Municipal Financing Corporation. The Corporation borrows money, guaranteed by the Province of Alberta, and re-loans such monies to municipalities, school boards and hospital boards, where such borrowers are authorized to borrow and within the regulations laid down by the Corporation.

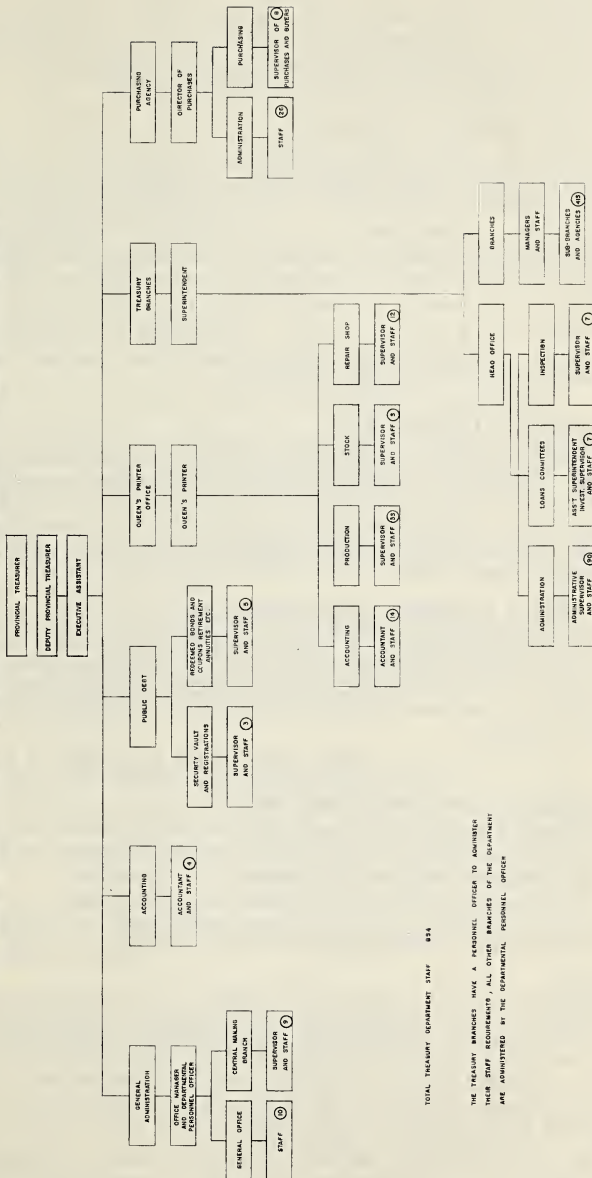
## **Alberta Income Tax Act**

In 1961 the Government of the Province of Alberta passed the Alberta Income Tax Act which levies a tax on incomes of individuals and Corporations in the Province. Through a Tax Collection Agreement with the Federal Government the Federal Department of National Revenue administers and collects taxes levied by the Alberta Act, and remits such taxes to the Province.

## **The Alberta Resources Railway Corporation Act**

This Act was passed in 1965 and authorized the creation of the Alberta Resources Railway Corporation, the affairs of which shall be conducted by a board of directors consisting of the Provincial Treasurer and four other directors appointed by the Lieutenant Governor in Council.

# ORGANIZATION CHART—TREASURY DEPARTMENT



TOTAL TREASURY DEPARTMENT STAFF 874

THE TREASURY BRANCHES HAVE A PERSONNEL OFFICER TO ADMINISTER THEIR STAFF REQUIREMENTS, ALL OTHER BRANCHES OF THE DEPARTMENT ARE ADMINISTERED BY THE DEPARTMENTAL PERSONNEL OFFICER



The purpose of the Corporation is to construct or enter into an agreement with any other person to construct a railway in areas of the Province not presently served by a railway in order to develop and facilitate the movement of natural resources in those areas to existing means of transportation thereby enabling such resources to reach markets more readily and economically.

### **The Civil Service Garnishee Act**

This Act was passed in 1959 and replaced The Civil Service Salary Garnishee Act. Under the Act a person who obtains a judgment or order for the payment or recovery of money against a person employed in a department of or by a board or commission of the public service may, for the purpose of enforcing the judgment or order, attach the wages or salary due or accruing due to the employee.

Where the judgment debtor is employed in a department or paid from a departmental vote the garnishee summons shall be served upon the Provincial Treasurer.

### **The Deferred Charges Act**

The Lieutenant Governor in Council may authorize the Provincial Treasurer to raise by way of loan upon the credit of the Province such sums as may from time to time be required to meet expenditures declared by order-in-council to be extraordinary.

The sums so authorized shall be raised as provided by The Provincial Loans Act.

### **The Alberta Industrial Corporation Act**

This Act created the Alberta Industrial Corporation consisting of a board of three directors appointed by the Lieutenant Governor in Council. The purpose of the Corporation was to raise funds and make loans to persons, firms or corporations carrying on a business in the Province.

The Corporation has been inactive for a number of years.

### **The Alberta Investment Fund Act**

This Act created a Corporation known as the Alberta Investment Fund consisting of a board of seven directors appointed by the Lieutenant Governor in Council.

The purpose of the Corporation is to raise funds by the sale of investment certificates and to use such funds to provide capital for the economic development of the Province.

### **General**

There are many other Acts in which the Provincial Treasurer and the Treasury Department are interested: particularly those that involve advances of money to other Departments of Government or to Municipalities, Associations, Corporations, etc., and those that involve guarantee by the Province of repayments of monies borrowed from lending institutions.

In general, it may be said that the Treasury Department is concerned in all Governmental activities to the extent that they involve the receipt, custody, or payment of money.

## PROVINCIAL AUDITOR'S OFFICE

The position of Provincial Auditor is created by Section 64 of The Treasury Department Act which provides:

"For the complete examination of the Public Accounts of the Province and for reporting thereon to the Legislative Assembly, the Lieutenant Governor in Council may appoint under the Seal of the Province an officer to be called the Provincial Auditor who shall hold office during good behaviour and be removable for cause by the Lieutenant Governor on address of the Legislative Assembly."

This provision makes the Provincial Auditor directly responsible to the Legislative Assembly rather than to the Government and thereby permits him to exercise independent judgment in carrying out the functions of his office.

The functions of the Provincial Auditor's Office include:

- A. Control and pre-audit of all Government expenditures.
- B. Maintaining the principal Government accounts to show at all times the standing of all Legislative appropriations and of all other accounts and the precise financial condition of the Province.
- C. The preparation and submission of the Public Accounts of the Province as required by Section 27 of The Treasury Department Act which states:
  - "As soon as practicable after the close of each fiscal year, the Auditor shall prepare and certify to a statement
  - (a) of all transactions of a financial nature completed during the fiscal year then last past, and
  - (b) exhibiting
    - (i) the state of the public debt,
    - (ii) the revenue and expenditure, and
    - (iii) such other accounts and matters as are necessary to show what the liabilities and assets of the Province are at the end of the said fiscal year, which shall be transmitted to the Treasurer, for submission to the Legislative Assembly at its next session."
- D. The approval of the form in which estimates are to be prepared by departments.
- E. The preparation and signing of cheques or other instruments covering all disbursements of public money and the transmission of same to the Treasury Department.
- F. The audit of the revenue accounts of all departments.
- G. The audit of the accounts and certification of the financial statements of all Government boards, commissions or other agencies.
- H. Preparation and submission to the Legislative Assembly of

such other returns as may be required by statute or order of the Assembly.

For administrative purpose in discharging the above functions the Provincial Auditor's Office is comprised of the following branches:

**A. Control and Pre-Audit Branch:**

This branch is headed by the Senior Auditor of Disbursements and is staffed with the Assistant Senior Auditor of Disbursements, the Provincial Accountant, Disbursement Auditors and clerical personnel.

The primary responsibility of this branch is the control and pre-audit of all Government expenditures whether such expenditures be of public moneys belonging to the Province or are in respect of moneys held in trust by the Province. All expenditure documents originated by departments must be submitted to this office for verification as to validity and as to provision and availability of funds provided by the Legislative Assembly for that purpose. These documents include those required to implement Government programs for agriculture, health, welfare, education, natural resources, highways, public works, industry and development, etc., and include expenditures relating to shared cost projects with the Federal Government, purchase of supplies and equipment and payment of administration expenses including salaries and wages, grants and allowances and other expenses.

This branch also maintains the principal records of the Province in respect to assets and liabilities and revenue and expenditure and in conjunction with the Revenue Audit and Data Processing Branches has a responsibility in connection with the preparation of the Public Accounts and various interim financial statements.

**B. Revenue Audit Branch:**

This branch is headed by the Audit Director assisted by an Audit Supervisor and is staffed with senior auditors (chartered accountants), articled students, audit assistants and clerical staff.

The branch is organized to provide professional accounting and auditing services to the Government and is responsible for:

- (a) The audit of revenues of all government departments and their branches and agencies.
- (b) The complete audit and preparation of financial statements and reports of all boards, commissions or other government agencies. These include the Alberta Government Telephones Commission, Alberta Liquor Control Board, Workmen's Compensation Board, Oil and Gas Conservation Board, Alberta Commercial Corporation, Foothills Provincial General Hospital, University of Alberta, University of Alberta Hospital, Public Trustee, Teachers' Retirement Fund, Alberta Municipal Financing Corporation, Treasury



Branches, Queen's Printer, School Book Branch, Bow River Development, St. Mary and Milk Rivers Development, Special Areas Board, among others.

- (c) Special investigations and inquiries on behalf of the Government and the various boards and commissions.
- (d) Preparation of the Public Accounts and the interim financial statements issued by the Province together with preparation of other returns or reports required by statute or by order of the Legislative Assembly.
- (e) Installation and revision of accounting systems and review of internal control procedures in government offices.
- (f) Verification of all claims submitted to the Federal Government and of claims submitted to the Province covering a wide range of shared cost programs.

### C. Data Processing Branch:

This branch is headed by the Data Processing Director with systems-analysts, supervisory and control staff, computer, unit record and keypunch operators and clerical assistants.

The Data Branch has been organized to provide the most efficient and up to date accounting medium for this office and all government departments. The Branch employs two digital computers, I.B.M. 1401 and I.B.M. 7070 together with supporting unit record equipment and is designed to cope with the present and increasing volume of government transactions without further material increase in accounting staff, equipment or accommodation.

The principal applications under the jurisdiction of the Data Processing Branch include appropriation control and payment of accounts, personnel control and payment of salaries, personnel control and payment of wages, cost analysis and distribution, taxation records, forest inventory, motor vehicle and drivers registration, student and education statistics, Alberta Medical Care Plan. Further applications will be programmed and brought into the Data Branch at appropriate future dates.

## ALBERTA GOVERNMENT TELEPHONES COMMISSION

This Commission is primarily concerned with Communications service throughout the Province of Alberta and the operation of Radio Station CKUA.

The Officials in the Department are:

Minister of Labour and Telephones

General Manager

Assistant General Manager and Director of Operations

Director, Personnel and Public Relations

Director of Finance

Chief Engineer

General Plan Manager

These department officials direct the operation of the publicly owned telephone system of the Province, known as the Alberta Government Telephones Commission. This includes all long distance lines, and, with the exception of the City of Edmonton, all exchange subscribers lines within the Province. Numerous rural lines extending from and connected to the many exchange centers are owned and operated by some 1060 farmer-organized Mutual Telephone Companies.

The Alberta Government Telephones is a member of the Trans-Canada Telephone System, comprising the eight major telephone companies across Canada, with long distance facilities stretching from the Atlantic to the Pacific, by means of which Canadians may communicate with each other anywhere across the Dominion entirely over Canadian lines. In addition, service is available to most countries or territories throughout the world as well as to ships on the high seas and some airlines.

As far as Alberta is concerned, the following statistics will give some indication of the growth and expansion of the system during the comparatively short span of ten years from 1956 to 1965.

	1956	1965
Number of Exchanges Over 6,000 Stations .....	1	5
Number of Exchanges 1,500 to 6,000 Stations .....	3	24
Number of Exchanges 500 to 1,500 Stations .....	25	51
Number of Exchanges Under 500 Stations .....	298	290
Number of Exchange Stations .....	148,375	318,282
Number of Toll Stations .....	177	120
Number of Mutual Company Stations .....	27,669	38,418
Number of Stations other than A.G.T. ....	75,043	158,809
Total Stations—Province .....	251,087	515,509

93.8% of the total stations in Alberta are automatic or dial telephones.

CKUA is a non-commercial radio station, operated by the Department. From this station, well-organized programs of an educational and cultural nature are broadcast. Programs printed monthly for the guidance of listeners may be obtained by applying to CKUA, Edmonton.

## WORKMEN'S COMPENSATION IN ALBERTA

Before the Workmen's Compensation Act was passed in Alberta in 1918, a workman who was injured in the course of his employment did not have a statutory right to receive compensation for hospitalization, medical aid or his lost wages.

If a workman suffered an injury, he was forced to go to a court of law and prove that the injury was due to negligence on the part of his employer. The court remedy was slow, costly and uncertain. In a substantial number of cases, the workman did not receive a judgment in his favor. Even in successful cases, it worked a hardship on the workman because of the time lapse between the accident and the settlement.

The Workmen's Compensation Act dramatically changed the situation. This legislation took "lawsuit compensation" out of the courts. Administration of the Act and adjudication of claims were placed entirely in the hands of a board appointed by the Cabinet.

As a result of the Act, an injured workman's financial requirements were speedily determined and provided for. Soon after his accident, the Board paid the doctor and hospital bills, and compensated the workman for his lost wages, to enable him to meet the continuing costs of food and shelter.

Today, this Act ranks as one of the most important in the province's social legislation. Its provisions and workings should be familiar to all students, as many will become employees and employers covered by the Act.

### Processing the Claim

Information about accidents is usually obtained from report forms submitted by the workman, the employer and the attending doctor. Each claim is carefully and thoroughly considered—first by the Claims Department, the department primarily concerned with adjudicating claims and deciding payment of medical and time-loss payments. As an indication of the scope of this department's work, over 1,000 claims are submitted every week.

Assistance as required is obtained from other departments—medical, legal, safety, assessment and rehabilitation.

After the facts have been established, the injured workman's entitlement to compensation is determined.

While totally disabled, a workman is normally paid 75% of his average earnings. The maximum compensation that can be paid is \$4,200 per year (75% of \$5,600). The minimum compensation payable is \$35 per week, or actual average earnings if less than that amount.

When a workman is partially disabled, he is paid partial compensation, proportionate to the degree of the disability.

Permanent disability pensions are based on 75% of the average earnings and upon the degree of the disability.



In fatal accidents, a dependent widow receives a pension of \$85 per month for life or until remarriage. Dependent children each receive \$45 per month to age 16—or until age 21, while satisfactorily continuing their education.

### **Where does the money come from?**

Many people erroneously think that the provincial government pays the cost of Workmen's Compensation. This isn't the case. Industry pays the entire cost through direct assessments.

The amount of an employer's assessment depends on two factors: his industrial classification and the amount of his payroll. The one exception to this rule is the lumber industry, where the assessment is based on lumber produced and not on payroll.

Where practicable, industries with similar operations and hazards are grouped into the same classification. The assessment rate of each classification is reviewed annually and may vary from year to year depending on its accident experience.

### **Industrial accident prevention**

It is obviously much more humane and economical to prevent accidents, suffering and death, than to compensate for the damage done. Consequently the Board is empowered to inspect places of employment to ensure that machinery and appliances are safe, that safe procedures are being followed, and that safety regulations are enforced.

Over 20,000 inspections are conducted each year by well-trained safety inspectors in a determined effort to prevent industrial accidents.

Working out of W.C.B. offices in Edmonton, Calgary, Grande Prairie, Lethbridge and Red Deer, they travel thousands of miles each year, sometimes by such varied means as car, truck, aircraft, boat and on foot.

In addition to this extensive inspection and investigation work, a continuing safety education program is vigorously conducted. Safety clinics and courses, television, film showings, demonstrations, posters and pamphlets are all enlisted in a far-reaching program designed to develop a "safety conscience" in the thousands of employers, supervisors and workmen in Alberta industry.

### **Rehabilitation of injured workmen**

In recent times, increasing emphasis has been placed on rehabilitation. It has been accurately described as "the keystone of modern compensation".

Rehabilitation officially became a vital part of the compensation concept in Alberta with the construction in 1952 of the W.C.B. Rehabilitation Clinic in Edmonton. In the ensuing years, the Clinic's expert staff of physicians, physiotherapists, occupa-

tional therapists and remedial gymnasts have worked to restore thousands of Alberta workmen to full physical potential.

Where artificial appliances are required, they may be made and fitted by Clinic specialists, and considerable time is devoted to instruction and practice in their use.

Closely associated with the Clinic are vocational rehabilitation counsellors whose services are available to all injured workmen. Their function is primarily to advise and guide injured workmen in their attempts to find appropriate employment after treatment. In the case of seriously disabled workmen, precluded from returning to their former employment, post-treatment counselling frequently involves guidance and assistance in retraining and learning new skills.

### **Who is covered by the Act?**

The workmen employed in most of Alberta's various industries are covered by the Act on a compulsory basis. These industries are listed in Schedules 1 and 2 of the Act. Industries that are not so covered may obtain coverage on a voluntary basis.

## EMERGENCY MEASURES

1. Emergency Measures/Civil Defence in Alberta was established under the authority of the Civil Defence and Disaster Act (Chapter 43 Revised Statutes of Alberta 1955) and is administered by a Minister-in-Charge—currently (1965) the Minister of Public Welfare. A Cabinet Committee—consisting of the Premier and three Cabinet Ministers—with the Minister-in-Charge of Emergency Measures as Chairman, formulate policy, and its implementation is the responsibility of the Emergency Measures Co-ordinator and his staff.
2. Organization and development of Emergency Measures/Civil Defence is directed from Alberta Emergency Measures Organization Headquarters in Edmonton.
3. For emergency government purposes, Alberta is divided into three Zones, viz:
  - (a) Peace River Zone, with headquarters to be at Grande Prairie;
  - (b) Northern Zone, with headquarters to be at Camrose;
  - (c) Southern Zone, with headquarters to be at Olds.
4. The primary aims of the organization are to prevent unnecessary loss of life and to ensure the continuity of civil government during an emergency caused by war or natural disaster. To achieve these aims, the Alberta Emergency Measures Organization Headquarters promotes and assists in the organization of Emergency Measures/Civil Defence at the Municipal level of government.
5. Schools of instruction are conducted in Edmonton and throughout the Province to train municipal officials and volunteers in the principles and practices of the many subjects related to the establishment of an organization to deal with emergencies.
6. Close liaison is maintained with the Government of Canada, the Armed Services, Emergency Measures/Civil Defence organizations of other provinces and with national and provincial organizations having parallel interests. Liaison is also maintained with Civil Defence services in other parts of the British Commonwealth and in the United States.



## THE PUBLIC UTILITIES BOARD

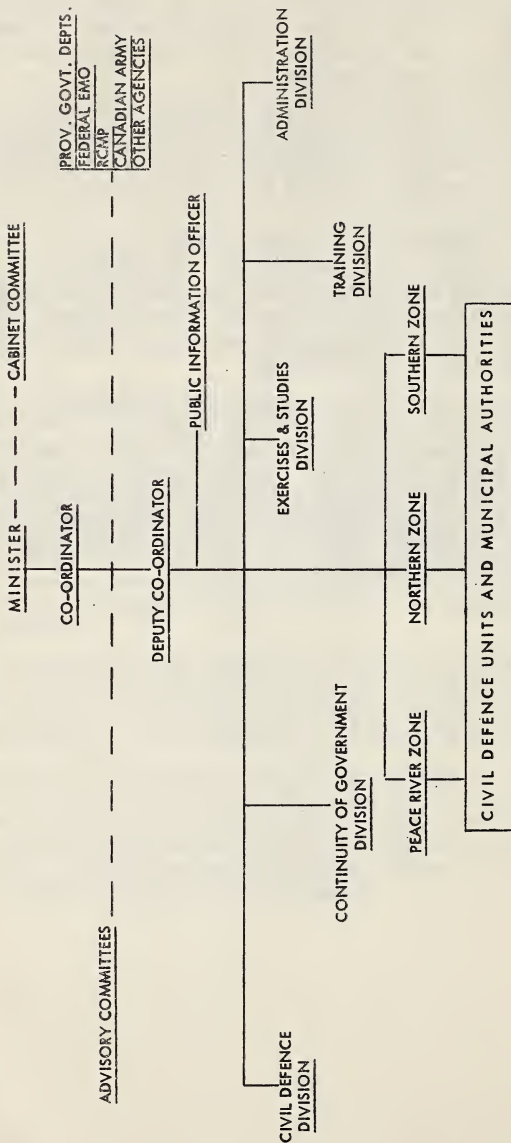
As its name implies the principal statute administered by the Board is The Public Utilities Board Act. Under that Act and The Gas Utilities Act the Board is responsible for the regulation of rates charged by all utility companies other than plants owned by cities and other municipalities.

Under the provisions of The Expropriation Procedure Act all matters concerning compensation for land and damages related to land expropriated come within the Board's jurisdiction for the purpose of fixing compensation with the exception of expropriations of the Crown.

Another phase of The Public Utilities Board Act is the control of Milk production and distribution. The Board is charged with responsibility of seeing that there is an orderly, uniform and regular supply of milk in the controlled areas. The Board sets the minimum price to be paid to the producers and also at which milk and milk products are sold to the consumer.

In addition there are several pieces of legislation under which the Board has an interest and responsibility. These Statutes include: The Irrigation Districts Act; The Town and Village Act; The Municipal Districts Act; The Improvement Districts Act; The City Act; The Public Health Act; The Dairymen's Act; The Planning Act; The Water, Gas, Electric and Telephone Companies Act; The Water Resources Act; The Alberta Government Telephones Act; and The Planning Act.

# **ORGANIZATION CHART—ALBERTA EMERGENCY MEASURES ORGANIZATION**



HQ ALBERTA EMO  
26 JULY 1963

— — — — Liaison & Advice  
— — — — Direction

## PROVINCIAL LIBRARY

The Provincial Library, located in the Legislative Building, is primarily for the use of the members of the Legislature. During the session of the Legislature only the members of the Legislative Assembly may borrow books, but during the recess between sessions, through permission of the Speaker of the Assembly, civil servants and university students (under certain conditions) may borrow books. The public may use the library for reference services. The collection in the Provincial Library consists of approximately sixty thousand volumes; the principal subjects are general reference, history and geography, economics, political science, law, legislation, religion, philosophy, art as well as some literature and general fiction. Reference materials include the standard encyclopedias, statutes, parliamentary reports and many special books.

Newspaper holdings include all the daily and weekly newspapers of Alberta as well as some of the major daily and weekly newspapers from other parts of Canada. The daily newspapers of Alberta are obtained on microfilm every month and these, along with bound copies of former years, are used extensively for reference service. There is a microfilm reader in the Library for those wishing to use it. The Library has microfilms of some of the earliest newspapers of Alberta. The Library also receives over one hundred Canadian, British and American periodicals.

A number of manuscripts and special books are to be found among the rarer material. The manuscripts include the original copies of the Chipewyan and Dunvegan Journals, while among rare books is a copy of the Breeches Bible of 1594, Alexander Mackenzie's *Voyages* in the original edition, as well as the voyages of Samuel Hearne and a number of other early books of Western Canadiana. There are photostatic copies of the Books of Remembrance, the originals of which are in the Peace Tower at Ottawa.

Among the antiques are the original mace used in the Alberta Legislature from 1905 to 1955 and the bench used by all the Lieutenant Governors of the North West Territories prior to Alberta becoming a province. Interesting pictures are those of Fort Edmonton, pioneer, political and church leaders, and albums of photographs of early scenes and "old timers" of Alberta.

There is a library staff of four: the Provincial Librarian, the Assistant Librarian, and two clerks.













JL 528 A33 1966  
ALBERTA SCHOOL BOOK BRANCH  
OUR PROVINCIAL GOVERNMENT

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